

REPORT OF THE WORK
OF THE
DEPARTMENT OF
SOLDIERS'
CIVIL RE-ESTABLISHMENT
CANADA

DECEMBER, 1921

PRINTED BY ORDER OF PARLIAMENT



OTTAWA
F. A. ACLAND
PRINTER TO THE KING'S MOST EXCELLENT MAJESTY
1922

*To General His Excellency the Right Honourable Lord Byng of Vimy, G.C.B.,
G.C.M.G., M.V.O., Governor General and Commander in Chief of the Dominion
of Canada.*

MAY IT PLEASE YOUR EXCELLENCY,—

The undersigned has the honour to present to Your Excellency the Annual Report of the Department of Soldiers' Civil Re-establishment for the calendar year ended December 31, 1921.

I have the honour to be,

Your Excellency's most obedient servant,

HENRI S. BELAND,

Minister of Soldiers' Civil Re-establishment.

February 1, 1922.

Introductory Letter

TO REPORT OF THE

Department of Soldiers' Civil Re-establishment

The Honourable H. S. BELAND, M.D., M.P.,
Minister of Soldiers' Civil Re-establishment,
Ottawa.

SIR,—In accordance with your instructions I have the honour to submit a report on the work of the Department of Soldiers' Civil Re-establishment for the calendar year 1921. There are several features which deserve special mention apart from the detailed sectional information covering the various branches of departmental activity during the year.

As indicated in the report for 1920 certain features of the work were, at the end of that year in process of demobilization. This condition has continued, particularly in regard to what may be termed temporary activities.

The Vocational Branch on the 31st December, 1920, had 4,714 students on its roll. On the 31st December, 1921, the number had been reduced to 634. It is gratifying to note that in spite of the prevailing sub-normal employment conditions, only 4,993 out of a total of 41,912, Vocational graduates, are registered with the Department as being out of employment. This is a very practical illustration of the results attained from vocational training.

As indicated in last year's report the Treatment Branch can practically be considered as having reached a permanent basis. No great changes can be expected in the number of men on strength during the next five years. On the 31st December, 1920, and the 31st December, 1921, the patient strength was as follows:—

	Dec. 31, 1920	Dec. 31, 1921
On strength.. . . .	6,431	5,930
Clinical treatments per week.. . . .	7,078	3,776

On the other hand the policy of utilizing centralized departmental hospitals of large bed capacity and making use of outside and civilian hospitals for overflow, has been continued. As a result it has been possible to close seven hospitals during the year with a bed capacity of 996.

The reorganization carried out during 1920 has resulted very favourably. The cost of administration has been reduced from 8.58 per cent of gross expenditure for the fiscal year, 1920-21 to 6.65 per cent at the end of 1921. Very little additional change has been made during the year beyond the disappearance as a separate branch of the Vocational work which has been amalgamated with the Administration Branch.

The amalgamation of the administrative work of the Board of Pension Commissioners for Canada, involving a staff of 268 in the units, with a salary expenditure of \$330,368, and of 491 at Head Office involving a salary expenditure of \$583,140, plus the combination of 208,836 files in Central Registry at Head Office and at least that number in the various unit offices, has been accomplished with no delay in the carrying on of payment of pension.

SESSIONAL PAPER No. 14

During the year a steady decline has been maintained in the number of the staff both at Head Office and in the units. Notwithstanding an increase through the amalgamation of the staff of the Board of Pension Commissioners with the department of 897 there has been a total reduction from 5,779 to 4,887 or 1,789 in all.

Recently, as indicated, provision has been made for the department to take over the work of the Officer Paying Imperial Pensions. This will involve another amalgamation affecting a staff of 103 and files to the number of 38,250 which will in turn be combined with the files of the same ex-soldiers held in the Department.

The result of the changes above noted has also been most beneficial to every disabled former member of the forces as it has been the means of providing increased facilities for dealing with his affairs. All governmental activities affecting his post discharge status, excepting land settlement, are now handled through one channel. He deals with only the one office whether he is concerned with treatment, training, artificial limbs, pensions, insurances, assistance in obtaining employment or unemployment relief or any other matter.

During 1921 a Parliamentary Committee on Pensions, Insurance, and Re-establishment sat and brought in certain recommendations. The two most important features of that sitting were a consideration of the so-called problem cases, also in connection therewith the after-care of the tuberculous, and the question of federal responsibility for the compensation of pensioners disabled while engaged in industrial pursuits. With regard to the former, negotiations have been in progress throughout the year with the Canadian Red Cross. It is the general consensus of opinion of all who have examined closely into the question of so called problem cases that any scheme which may be put into operation should not be under governmental control but under that of a voluntary organization. It is hoped that an arrangement can be concluded with the Red Cross whereby the oversight and management of this work will be assumed by that body.

The provision of compensation for pensioners of 20 per cent and upwards who may become disabled in industry is a new departure. Although the matter has been under consideration for a long time the Order in Council was not passed until the 29th December, 1921 (see appendix IV), so that it is not possible to forecast what the effect of this will be.

It has been necessary for the department to carry on certain relief measures to pensioners and vocational students who are out of employment. The extent of this relief, which has been and is in kind only, is shown in the report.

During the fiscal year there was a material decrease in expenditure as is shown in the reports of the Accounts and Audit Branch. A steady further decrease will be manifest during 1922.

The sections of the report dealing with separate branches have been prepared by the heads of those branches as follows:—

Medical Services—W. C. Arnold, M.D., Director of Medical Services.

Dental Services—R. B. O'Sullivan, B.A., D.D.S., L.D.S., O.B.E., Director of Dental Services.

Orthopædic and Surgical Appliances—R. W. Coulthard, Director of Orthopædic and Surgical Appliances Branch.

Administration and Training—E. Flexman, D.S.O., Director of Administration.

Accounts and Audit—J. F. Waddington, Supervisor of Expenditures.

Soldiers' Comforts—Mrs. Arthur Van Koughnet, Honorary Superintendent of that work.

I have the honour to be, sir,

Your obedient servant,

N. F. PARKINSON,

OTTAWA, January 31, 1922.

Deputy Minister

12 GEORGE V, A. 1922

THE DEPARTMENT OF SOLDIERS' CIVIL RE-ESTABLISHMENT

Head Office—

Daly Building, Ottawa.

MINISTER—The Honourable Henri S. Béland, M.D.

DEPUTY MINISTER—N. F. Parkinson.

ASSISTANT DEPUTY MINISTER AND SECRETARY—E. H. Scammell, F.C.I.S.

DIRECTOR OF ADMINISTRATION—E. Flexman, D.S.O.

DIRECTOR OF MEDICAL SERVICES—W. C. Arnold, M.D.

DIRECTOR, ORTHOPÆDIC AND SURGICAL APPLIANCES BRANCH—R. W. Coulthard.

DIRECTOR OF DENTAL SERVICES—R. B. O'Sullivan, D.D.S., O.B.E.

SUPERVISOR OF EXPENDITURES—J. F. Waddington.

OVERSEAS REPRESENTATIVE—C. G. Arthur, D.S.O.

DIRECTOR SOLDIERS' COMFORTS BRANCH—Mrs. Arthur VanKoughnet
(honorary).*District Offices—*

“ A ” Unit, Province of Quebec—

Head Office, Ames-Holden Building, Montreal, P.Q.

Branch Office, Merger Building, Quebec (Medical Clinic only).

“ B ” Unit, Nova Scotia and Prince Edward Island—

Head Office, Nurses' Home, Camp Hill Hospital, Halifax.

“ C ” Unit, Eastern Ontario—

Head Office, Plaza Building, Ottawa.

Vocational Office, 8 Cliff St., Ottawa.

Branch Office, Sydenham Hospital, Kingston.

“ D ” Unit, Central Ontario—

Head Office, 185 Spadina Avenue, Toronto.

Branch Office, Hamilton Hut Hospital, Hamilton.

“ F ” Unit, Western Ontario—

Head Office, Brener Building, London.

“ G ” Unit, Manitoba—

Head Office, Notre-Dame Investment Building, Winnipeg.

Branch Vocational Office, Post Office Building, Brandon.

“ H ” Unit, Saskatchewan—

Head Office, Veteran Block, Regina.

“ I ” Unit, Alberta—

Head Office, Lancaster Building, Calgary, Alta.

Branch Office, McLeod Block, Edmonton, Alta.

“ J ” Unit, British Columbia—

Head Office, Duncan Building, Vancouver.

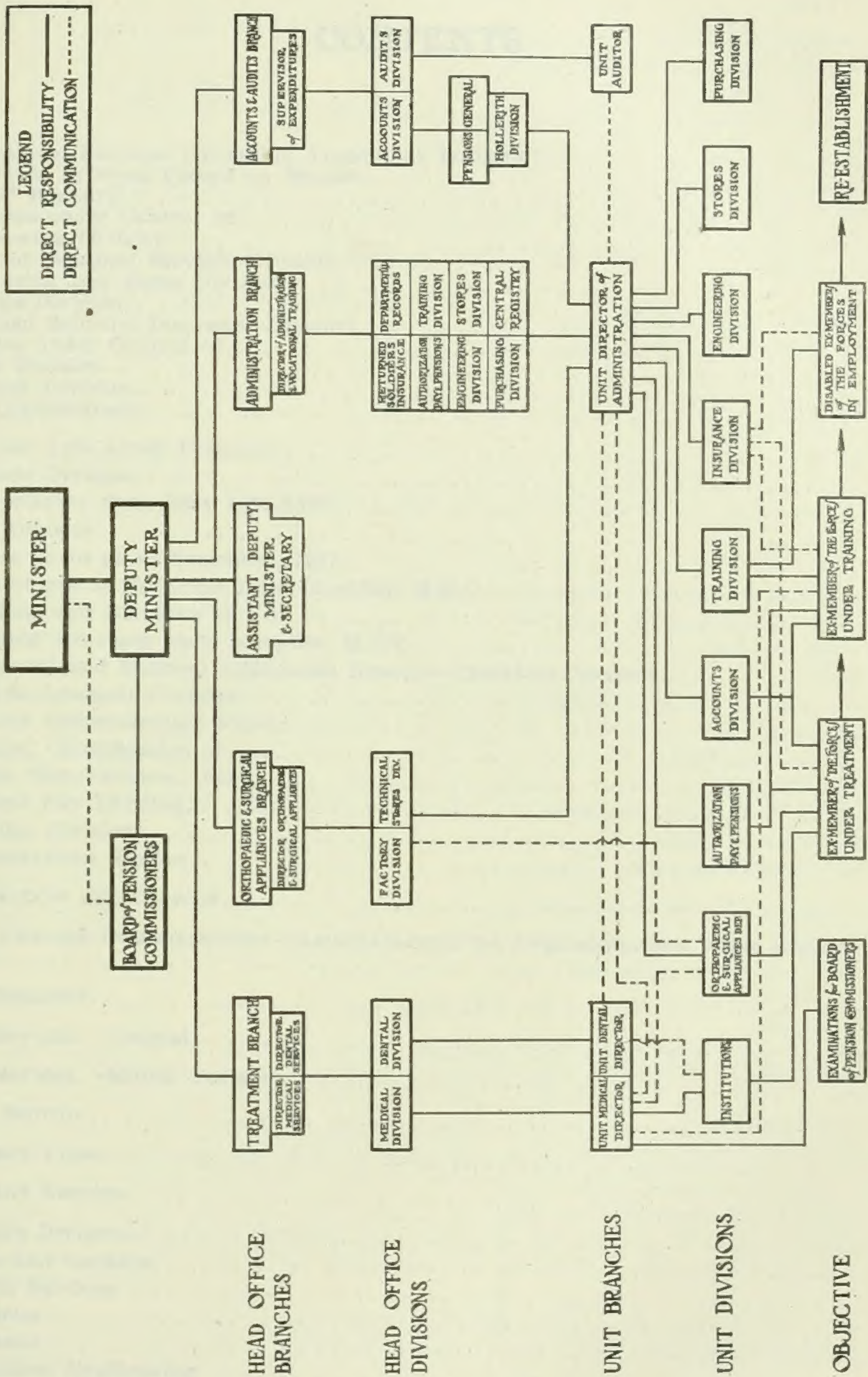
Branch Vocational Office, Central Building, Victoria.

“ K ” Unit, New Brunswick—

Head Office, Pacific Dairies Building, St. John.

Overseas Office—103 Oxford Street, London W., England.

DEPARTMENT OF SOLDIERS CIVIL RE-ESTABLISHMENT
CHART SHOWING ORGANIZATION



CONTENTS

APPENDIX	PAGE
ADMINISTRATION BRANCH (including Vocational Training)	43-89
Additional Services Placed on Branch	43
Central Registry	89
Divisions under Control of	44
Engineering Division	86-88
Pay and Personal Services Division	74-79
Purchasing and Sales Division	84-85
Records Division	79-82
Returned Soldiers' Insurance Division	71-74
Services under Control of	43
Stores Division	82-84
Training Division	45-70
Unit Organization	44
ACCOUNTANTS AND AUDIT DIVISION	90-109
Accounts Division	92-93
Appropriation Statement 1921-1922	107-108
Audit Division	94-96
Balance Sheet as at December, 1921	105
Expenditures in Provinces from Inception M.H.C.	106
Functions and Divisions of	90
Operating Expenses since Inception M.H.C.	106
Orthopædic and Surgical Appliances Branch—Operation Account	109
Pensions Accounts Division	100
Pensions Administration Fund	103
Pensions, Classification of	103
Pension Expenditures, 1921	101
Pensions Pay Division	99
Statistics Division	94
Transportation Section	96-99
BLIND, TRAINING AND CARE OF	56-58
BOARD OF PENSION COMMISSIONERS—AMALGAMATION OF ADMINISTRATION WITH DEPARTMENT	43, 121
CENTRAL REGISTRY	89
DENTAL SERVICES. General	31-37
DENTAL SERVICES. Militia Patients	31, 119
DIETETICE SECTION	31
DISABLEMENT FUND	112
EMPLOYMENT SECTION	66-70
ENGINEERING DIVISION	86
Farms and Gardens	87
General Services	88
Laundries	87
Insurance	87
Mechanical Engineering	86
Mechanical Transport	88
Rents and Leases	86
FOREIGN RELATIONS SECTION	4
HEAD OFFICE PERSONNEL	vi

12 GEORGE V, A. 1922

	PAGE
INTRODUCTORY LETTER..	iv, v
MEDICAL SERVICES..	1
MEDICAL STORES..	31
NEUROPSYCHIATRIC SECTION..	7
Neuropsychiatric Cases on Strength..	12
Ste. Anne's Hospital..	18
Westminster Hospital, Admissions and Discharges..	13-17
ORTHOPÆDIC AND SURGICAL APPLIANCES BRANCH..	37
Appliances, Standard of..	38
Artificial Limbs and Appliances issued since Inception of Work and during 1921..	42
Artificial Limbs, Cost of..	40
Branch Depots..	38
Costs..	40
Designs and Research Division..	39
Minor Orthopædic Appliances..	41
Ophthalmic Division..	40
Ophthalmic Division, Cost of	41
Orthopædic Boots..	39
Production..	37
Reorganization of Plant..	38
Staff, Decrease of..	37
ORGANIZATION CHART..	vii
PAY AND PERSONAL SERVICES DIVISION..	74
Assistance for Return to Relatives..	75
Chaplain Services..	75
Clothing..	74
Deaths, Funeral, Personal Effects..	75
Disablement Board	77
Pay and Allowances..	75
Pensions Claims..	76
Precis from Medical Documents..	76
War Service Gratuity..	75
United States of America Cases..	76
P.C. 2328 Cases—Disablement Board..	77
Cases Dealt With..	78 79
PURCHASING AND SALES DIVISION..	84
Purchasing Section..	84
Sales Section..	85
PENSIONS ACCOUNTS DIVISION..	100-104
Claims..	76
Pay Division..	99-100
Records..	81
RETURNED SOLDIERS' INSURANCE DIVISION..	71-74
Operations up to December 31, 1921..	73
Publicity..	71
Unit Insurance Sections..	72
RECORDS DIVISION..	79-82
SOLDIERS' COMFORT BRANCH..	109-112
STAFF..	113-115
STORES DIVISION..	82
Equipment Section..	82
Stores Section..	83
STATISTICS DIVISION..	94

SESSIONAL PAPER No. 14

	PAGE
TREATMENT BRANCH..	1
Admissions, Discharges, Deaths and Patient Strength..	4
Admissions to Hospital—1915—1921..	4
After-care and Sheltered Employment, T.B. Patients..	22-28
Clinical Treatments, 1919, 1920 and 1921..	4
Dietetics Section..	31
Foreign Relations Section..	4
Medical Services, Responsibilities and Duties..	1-3
Medical Stores..	31
Neuropsychiatric Section..	7-21
Re-examination of Pensioners..	5
Tuberculosis..	22-30
TUBERCULOSIS REPORT ON AFTER-CARE AND SHELTERED EMPLOYMENT..	22-28
TUBERCULOSIS, DENTAL TREATMENT IN RELATION TO..	33
TRAINING DIVISION..	45-70
Blind, Training and Care of..	56
Distribution of Men in Training..	49
Employment Section..	66
Enrolments during 1921..	49
Ex-Imperials, Training of..	47
Ex-Members of the Canadian Forces in England, Retraining of..	48
Minors..	47
Pay and Allowances..	47
Training and Inspection..	45, 46
Training in Government Departments..	48-49
Type of Training..	50
Vocational Loans..	59
Unemployment Relief to Pensioners and Vocational Students..	68
Workmen's Compensation in Respect of Accidents in Training..	80
TRANSPORTATION SECTION..	96-99
UNIT ORGANIZATION FOR ADMINISTRATION..	44
UNIT OFFICES, ADDRESSES OF..	vi
UNEMPLOYMENT RELIEF..	68, 129
WAR SERVICE GRATUITY..	75, 93

APPENDICES

1. Order in Council P.C. 847—Respecting reciprocal arrangements with the United States of America for treatment of former members of the United States Forces in Canada and the Canadian Forces in the United States.. 116-118
2. Order in Council P.C. 963—Authority under which the Department may give dental treatment on behalf of the Department of Militia and Defence to former members of the forces who are entitled to the same.. 119-120
3. Orders in Council P.C. 1187, P.C. 2722 and P.C. 4500—Authority under which the Head Office of the Board of Pension Commissioners for Canada has been amalgamated with the Head Office of the Department of Soldiers' Civil Re-establishment.. 121-125
4. Order in Council P.C. 4432—Authority under which the Department may assume the cost of compensation in respect of pensioners of 20 per cent and upwards who are engaged in industry.. 126-128
5. Orders in Council P.C. 75 and P.C. 182—Authority under which the Department may grant relief to former members of the Forces who are pensioners or who have been vocationally trained on account of a disability, during the months of January, February and March, 1922, and may grant, through the High Commissioner for Canada, relief to former members of the forces who are in necessitous circumstances in the United Kingdom.. 129-131

	PAGE
STATISTICAL INDEX	
	PAGE
ACCOUNTS, Appropriation Statement..	107-108
" Balance Sheet..	105
" Expenditures According to Provinces..	106
" Operating Expenses Since Inception..	106
" Orthopædic and Surgical Appliances Branch..	109
" Work of Accounts Branch..	91
ADMISSIONS TO HOSPITALS..	4
GENERAL REGISTRY..	89
CLINICAL TREATMENTS..	4
DENTAL TREATMENTS..	36-37
EMPLOYMENT; Placements, General..	66
" Placements in Civil Service..	67
EQUIPMENT AND STORES IN HAND..	84
NEUROPSYCHIATRIC CASES; Admissions and Discharges..	13
" " on strength, 1921..	12
" " charts..	14-21
ORTHOPÆDIC AND SURGICAL APPLIANCES—Expenditure..	109
ORTHOPÆDIC AND SURGICAL APPLIANCES—Issued	42
PATIENT STRENGTH..	4
PENSIONS; Classification of..	103
" Death and Disability..	104
" Expenditure Details..	101-102
P.C. 238—Cases dealt with..	78-79
P.C. 2328—Disablement Board..	77
RENTALS ACCORDING TO UNITS..	87
RETURNED SOLDIERS' INSURANCE OPERATIONS..	73-74
STAFF RECORDS..	113-115
TRAINING—Average length of courses..	49
" Blind..	57-58
" Decrease in schools, etc.	45
" Enrolments..	49
" General Statistics..	51-54
" Imperials..	47
" In Government Departments..	48
" Minors..	47
" Number of cases during 1921..	45
" Occupations in which training given..	50, 55
" Relation of disabilities to training..	64-65
" Relation of schools to industries..	49
TRANSPORTATION AND FREIGHT..	96-99
TUBERCULOSIS—Patients on Strength..	28-30
UNEMPLOYMENT RELIEF..	68-70
U.S.A.—Number of Patients Treated..	6-7
VOCATIONAL LOANS—General Statistics..	60-63

TREATMENT BRANCH

MEDICAL SERVICES

An analysis of the work done by the Medical Services of the Treatment Branch during the calendar year, 1921, fully confirms the inference to be drawn from the report of the preceding year; namely, that the function of the Medical Services has tended to broaden and increase rather than diminish in scope. A comparison of the types of cases for which hospitalization and treatment are being provided indicates that no types have been eliminated during the year, and that there have been some additions.

The arrangements for the care of ex-members of the Allied forces have been elaborated, and during the year reciprocal arrangements have been made with Newfoundland, Australia, and New Zealand. An agreement has been drawn up between the department and the Government of France, and this is under consideration at the present time.

The existing agreements with the British Ministry of Pensions and the United States Veterans' Bureau have been revised and extended. The work performed by the Foreign Relations Section (of which a detailed report is appended) has been enormously increased, to such an extent as to offset very largely the normal decrease in the post-war care of ex-members of the Canadian Expeditionary Force. It would seem clear that, so long as the department is charged with the treatment of recurrent war disabilities, and the re-examination for pension purposes of ex-members of the British forces resident in Canada and in the United States, immigration to these countries will be responsible for a very large increase in the duties of this section.

The difficulties attendant upon the administration of the Foreign Relations Section are multiplied many times by the fact that the department acts, so far as ex-members of the Imperial forces resident in the United States are concerned, merely in a liaison capacity, and, while it administers treatment and pensions in a foreign country, it must account to the British Ministry in England for such administration.

RESPONSIBILITIES AND DUTIES, MEDICAL SERVICES

The Medical Services of the Treatment Branch are responsible for the provision of hospitalization and treatment for the following types of cases:—

- (1) All ex-members of the Canadian forces, wherever resident, for treatment of disabilities caused or aggravated by military service in the great war, or recurrence of such disabilities.
- (2) Ex-members of the Canadian forces or of all Imperial forces resident in Canada, for any disability, with certain exceptions, for which treatment is requested within one year after discharge from the service, or from the department in cases where treatment has been continuous since discharge from the service. (The number of cases eligible for treatment under this provision has largely decreased during the past year.)

12 GEORGE V, A. 1922

- (3) Ex-members of the Canadian or Imperial forces resident in Canada or the United States who are suffering from insanity. Custodial care is provided for these cases.
- (4) Cases of long duration and other cases for whom special institutions are maintained.
- (5) Ex-members of the Imperial Australian and New Zealand forces resident in Canada or the United States who require treatment for disabilities caused or aggravated by military service in the great war.
- (6) Ex-members of the United States forces resident in Canada, for disabilities caused or aggravated by military service.
- (7) Ex-members, resident in Canada, of the forces of the Allies with whom reciprocal arrangements have been made by the department, or are under consideration.
- (8) Members of the Canadian Permanent Force, who are treated at the request of the Department of Militia and Defence.
- (9) Vocational students for any disabilities arising while they are under training.

The Medical Services also assume responsibility for the following:—

- (1) The re-examination for purposes of pension of all ex-members of the Canadian, Imperial, and other allied forces who are eligible for treatment by the department for service disabilities as outlined above. This includes the provisions of specialists' examinations, X-ray reports, and laboratory work.
- (2) The supervision from a medical and surgical standpoint of the supply of major and minor orthopædic appliances.
- (3) The decision as to eligibility for dental treatment of ex-members of the Canadian or Imperial forces resident in Canada or the United States.
- (4) The organization and direction of a Nursing Social Service for the follow-up and after-care of ex-members of the Canadian and Imperial forces who have been discharged from the treatment strength of the department.
- (5) Ward aides, who are in charge of ward and bedside occupations in the hospitals.

The general plan of administration of the organization of the medical services of the department underwent no change during the year. Certain minor changes were effected.

The territory included in the different administrative units has been changed in three of the former eleven units. Certain counties previously on the eastern boundary of "C" Unit, with head office at Ottawa, have been added to "D" Unit, with head office at Toronto, which appeared to be the logical administrative centre for the territory included in these counties.

The policy of the department to close some hospitals and sanatoria, where possible, and to concentrate on larger institutions in cities, which might properly be considered to be treatment centres, has been continued during the year, and the following institutions have been closed:—

Fredericton Hospital, Fredericton, N.B., 125 beds.
Sir Sandford Fleming Hospital, Ottawa, 74 beds.
Davisville Hospital, Toronto, 450 beds.

SESSIONAL PAPER No. 14

The Hut Hospital, Hamilton, 20 beds.
 Earl Grey Hospital, Regina, Sask., 81 beds.
 Craig Darroch Hospital, Victoria, B.C., 110 beds.
 Esquimalt Hospital, Victoria, B.C., 136 beds.

While it did not appear to be possible to close any other institution, the decrease in number of patients receiving treatment enabled the department to reduce the bed establishment, with a consequent reduction in operating staff.

The type of case under the care of the department, has undergone, as was expected, a gradual change until at the present time a fair percentage of those cases now in active treatment hospitals are either of a chronic or recurrent nature.

At the present time, the department has in only two provinces, Ontario and Alberta, more than one hospital, and while it has been recognized that the change in the type of case being treated would probably necessitate the provision of institutional care of a less elaborate nature, it will only be necessary to change the establishment in existing hospitals to care for these cases adequately, and at the same time at a lowered cost than in active treatment hospitals.

While the necessity for a fair percentage of active treatment hospitalization has continued to exist, the department considered it wiser to provide for chronic cases in active treatment hospitals when there were empty beds which could be utilized.

It will be noted in the appended list of duties and responsibilities, appertaining to the Medical Services of the department that all medical work in connection with the re-examination of pensioners is performed by the Medical Services of the department.

The complete amalgamation of the Board of Pension Commissioners for Canada with the department has meant during the calendar year not only a great increase in the responsibility of the Medical Services but has entailed the solution of many difficulties in administration and routine.

The department continues to operate 18 hospitals and sanatoria, with a total bed capacity of 4,136.

On December 31, 1921, there were on the strength of the department in Canada 5,340 treatment cases, of whom 5,053 were in institutions. The number of out-patients totally incapacitated was 287.

These patients were classified as follows:—

General (medical and surgical)	3,299
Tuberculous (sanatorium cases)	1,195
*Mental	846
Total	5,340

The general and special clinics maintained by the department for the treatment of war disabilities not requiring active hospitalization have continued to fill an important place in the work of the division, to an extent that, in several centres, special clinics have been established, and, in others, additional facilities have been provided in equipment and personnel.

These clinics are classified as follows:—

General—(Medical and surgical).
 Special sense—(Eye, ear, nose and throat).
 Genito-urinary—(All diseases of the G.-U. tract.).
 Chest—(All chest diseases).
 Neurological—(Nervous diseases).

During the period covered by this report, the calendar year 1921, the treatments at these clinics numbered 300,895.

* There is a difference of 193 between this figure and the figure shown in the table on page 12 (1039). The reason is that the figure quoted above (846) represents those who have been certified mental cases within the meaning of, and are undergoing treatment under, the provisions of Order in Council P.C. 1993, while the larger figure represents the clinical classification.

12 GEORGE V, A. 1922

The following figures give the approximate number of admissions to Hospital by the Military Hospitals Commission and the department to December 31, 1921:—

July 1, 1915, to December 31, 1916—by Military Hospitals Commission, approximately.. . . .	22,742
January 1, 1917, to March 31, 1918—by Military Hospitals Commission.. . . .	28,258
*April 1, 1918, to December 31, 1919—by Department of Soldiers' Civil Re-establishment.. . . .	36,625
January 1, 1920, to December 31, 1920—by Department of Soldiers' Civil Re-establishment.. . . .	23,591
January 1, 1921, to December 31, 1921—by Department of Soldiers' Civil Re-establishment.. . . .	13,890
Total.. . . .	125,106

CLINICAL TREATMENTS

May 1, 1919 to December 31, 1919—by Dept. S.C.R.	126,057
January 1, 1920, to December 31, 1920—by Dept. S.C.R..	447,142
January 1, 1921, to December 31, 1921—by Dept. S.C.R.....	300,895
Total.....	874,094

ADMISSIONS, DISCHARGES, DEATHS AND TOTAL PATIENT STRENGTH FOR YEAR 1921

Total on Strength December 31, 1920—6,431

Month	Admissions	Discharges	Deaths	Strength
January	1,193	939	54	6,631
February	1,404	1,070	73	6,892
March	1,733	1,744	77	6,804
April	1,439	1,821	69	6,353
May	960	1,276	59	5,978
June.	1,013	1,154	63	5,774
July...	964	1,053	50	5,635
August..	989	1,166	67	5,391
September	851	935	40	5,267
October..	1,051	834	45	5,439
November	1,331	1,015	57	5,698
December.	962	691	39	5,930
	13,890	13,698	693	

Monthly Average—5,999.

FOREIGN RELATIONS SECTION

Reciprocal arrangements have been entered into by the department with the Governments of Great Britain (for the British Isles, South Africa and the Crown Colonies), Newfoundland, Australia, New Zealand, and the United States, whereby ex-members of the Canadian forces resident in these countries, and ex-members of the forces of these countries resident in Canada, may be given treatment for war disabilities.

The Foreign Relations Section is administered at the head office of the Department, and includes the keeping of records, the authorization of pay and allowances to

* NOTE.—It is to be noted that in previous reports the number of patients who were admitted to Hospital between April 1, 1918, and December 31, 1919, read 34,554. This has been amended to read 36,625.

SESSIONAL PAPER No. 14

patients, the approval of accounts for maintenance and treatment, etc. It deals with the following types of cases:—

- (1) Ex-members of the Canadian forces resident outside of Canada.
- (2) Ex-members of the Imperial, Australian, and New Zealand forces resident in the United States.
- (3) Ex-members of the Newfoundland, Australian, New Zealand, United States, French, Belgian and South African forces resident in Canada.

In the United States treatment is provided by the United States Veterans' Bureau, which has succeeded the United States Department of Public Health as the agency for carrying out the reciprocal arrangements entered into by the department with the Government of the United States. All dealings with the United States Veterans' Bureau are conducted through its head office at Washington, D.C.

The treatment given to ex-members of the Canadian and Imperial forces in the United States has been very satisfactory and the department has had splendid co-operation with the officials of the United States Veterans' Bureau in this regard.

The American Red Cross has also been of splendid service in dealing with cases requiring special investigation or assistance. In needy cases, advances of money have been made, and domestic difficulties have been adjusted. Through the Social Service Organization of the Red Cross, the department has been able to keep in touch with domestic and industrial conditions, and has, therefore, been able to arrange for treatment in cases which ordinarily might have been permitted to remain at their homes. All the chapters of the Red Cross are familiar with the arrangements made with the United States Veterans' Bureau, and refer ex-members of the forces requiring treatment to the proper authorities.

The treatment of ex-members of the Canadian forces resident in Great Britain, is supervised by the overseas medical representative of the department, 103 Oxford street, London, W. 1, England, under the direction of the Foreign Relations Section at head office. Treatment is given in Government or contract hospitals through the agency of the local War Pensions Committees of the Ministry of Pensions.

RE-EXAMINATION OF PENSIONERS

The Foreign Relations Section is also responsible for the re-examination, for pension purposes, of all the classes enumerated above. This work was formerly arranged for by the Board of Pension Commissioners for Canada, mainly through local physicians, and a considerable saving has been effected as a result of the use of the organizations through which treatment is given to ex-members of the forces. The responsibility for examination is now assumed entirely by the department.

The examinations are carried out through the following agencies:—

- (1) In Canada through the various units of the department.
- (2) In the United States by the United States Veterans' Bureau.
- (3) In British Possessions by the British Governors.
- (4) In Europe and the British Isles by the Imperial Ministry of Pensions.
- (5) In Australia by the Department of Repatriation.
- (6) In New Zealand by the Commissioner of Pensions.
- (7) In Newfoundland by the Board of Pension Commissioners for Newfoundland.
- (8) In other countries by the British Consuls-General.

12 GEORGE V, A. 1922

STATISTICS

From January 1, 1921, to December 31, 1921, the number of requests for re-examinations forwarded through the section was as follows:—

Canadians in the United States.. . . .	1,709
Canadians in Europe and Great Britain.. . . .	1,321
Canadians in other countries.. . . .	54
Ex-Imperials in the United States.. . . .	3,340
	<hr/>
	6,424
	<hr/>

Detailed records are maintained by the section at head office, indicating when Canadian pensioners outside of Canada are due for re-examination, and when an examination has been requested, a follow-up system ensures that the reports are received with as little delay as possible, and passed to the Medical Advisers of the Board of Pension Commissioners for Canada, for re-assessment. The records of ex-members of the Imperial forces resident in Canada or the United States are maintained by the Imperial section of the Board of Pension Commissioners for Canada.

When the Canadian pensioner moves from Canada to the United States, the file at the unit office of the department is forwarded to head office, where it is kept up to date by the addition of any later reports received. Should pensioner return to Canada, this file is transmitted to the unit under whose jurisdiction he will reside. The same procedure is carried out when Canadian pensioners, resident in the United States return to Canada for treatment.

STATE OF PATIENTS ON H.Q. UNIT STRENGTH ON DECEMBER 31, 1921

Classified according to Diagnosis

Diagnosis	Ex-N.Z.	Ex-Imperial	C.E.F.	Total
Neurological.	1	12	20	33
Insane..	7	28	35
G.S.W..	9	9	18
T.B..	48	74	122
General..	31	40	74
	<hr/>	<hr/>	<hr/>	<hr/>
	1	110	171	282
	<hr/>	<hr/>	<hr/>	<hr/>

EX-MEMBERS OF THE CANADIAN EXPEDITIONARY FORCE IN THE UNITED STATES

CASES UNDER TREATMENT OR PENDING TREATMENT

In-patients on pay and allowances.. . . .	138
In-patients on treatment only.. . . .	26
In-patients under investigation.. . . .	67
Out-patients on pay and allowances.. . . .	7
Out-patients on treatment only.. . . .	19
Other cases under investigation.. . . .	143
	<hr/>
	400
	<hr/>

TREATMENT COMPLETED OR CASES CLOSED

Men discharged from hospital.. . . .	590
Out-patients treated at clinics.. . . .	147
Men supplied with orthopædic and surgical appliances.. . . .	55
Men not eligible for treatment.. . . .	93
Cases reported where treatment was not required.. . . .	131
Men returned to Canada.. . . .	82
Men not located.. . . .	5
Men who refused to accept treatment.. . . .	77
Deaths.. . . .	55
	<hr/>
	1,235
	<hr/>

EX-IMPERIAL SOLDIERS IN THE UNITED STATES

In-patients on pay and allowances.. . . .	93
In-patients on treatment only.. . . .	15
In-patients under investigation.. . . .	48
Out-patients on pay and allowances.. . . .	2
Out-patients on treatment only.. . . .	20
Other cases under investigation.. . . .	94
	<hr/>
	272

Men discharged from hospital.. . . .	270
Out-patients treated at clinics.. . . .	104
Men supplied with orthopaedic and surgical appliances.. . . .	37
Men not eligible for treatment.. . . .	38
Cases reported where treatment was not required.. . . .	98
Men who left the United States.. . . .	9
Men not located.. . . .	33
Men who refused to accept treatment.. . . .	12
Deaths.. . . .	13
	<hr/>
	614

Reports under completion..	55
Men in hospital..	15
Men on out-patients treatment..	1
	<hr/>
	71

Reports forwarded to Washington..	275
Men discharged from hospital..	47
Out-patients treated at clinics..	20
Men supplied with orthopaedic and surgical appliances..	8
Men returned to the United States..	99
Men not located..	43
Men who refused to accept treatment..	6
Deaths..	4
	<hr/>
	502

	In Hospital	Out- Patients	Reports Completed	O. and S.A.	Discharges	Total
Australian.. ..	.	1	13	2	15	31
Newfoundland. ..	4	1	12	.	7	24
New Zealand.. ..	1	1	9	..	5	16
Belgian.	1	1
French.. . . .	3	1	1
South African. ?..	1	1	.	..	1	3
						<hr/> 79

The number monthly of neuropsychiatric cases on the treatment strength of the department from its inception in April 1918, to December 31, 1921, is exhibited in chart N. 4. The starting point of the curve there shown represents 245 cases diagnosed as "mental" which passed under the control of the S.C.R. when, through

12 GEORGE V. A. 1922

the reorganization of the medical services of the C.A.M.C., the general treatment hospitals and special neurological centres were taken over by the Department of Militia and Defence.

The great majority of these 245 mental patients were under treatment in the departmental hospital at Newmarket, Ont., a small number being maintained by the department in each of the several provincial hospitals for the insane.

During the remainder of 1918 and 1919 the number of cases classified as mental, transferred from the C.A.M.C. as in need of further care and treatment, steadily rose; so that by the end of 1919 there remained under treatment somewhat more than 800 patients with mental disability.

The lower curve in the chart beginning with 1920 represents the cases classified as "neurological" which were transferred to the department when the Department of Militia and Defence relinquished control of the active treatment hospitals for disabled ex-service men.

From January, 1920, onward, the total monthly neuropsychiatric strength of the department is indicated by the upper curve in the chart. It will be noticed that this total continued to increase until May, 1921, when the high point was reached, there being at the close of that month 1,917 neuropsychiatric cases under treatment. During the summer the number fell off somewhat, rising again during the autumn, although not reaching the level of the previous peak.

This steady increase, during three years following the armistice in the number of ex-service men with neuropsychiatric disabilities requiring treatment was expected. It is accounted for by (a) the recurrence of war disabilities; (b) the insidious post-service development of disabilities, possibly present during service or at the time of discharge but overlooked, and in which only after the lapse of time has hospitalization been found to be indicated. In these patients, as might be anticipated, the service factor is of minor etiologic significance as compared with the hereditary-constitutional moment; (c) the eventual necessity for hospitalization in men discharged with disabilities which did not prevent them from carrying on for a time in civil life, and for which, in cases of service attributability, pension was awarded; (d) the appearance of neuropsychiatric conditions requiring treatment among men undergoing vocational training; (e) the incidence during the first twelve months following discharge from the army, or following the completion of treatment or training directly consecutive thereto of nervous or mental disabilities not due to service, but for which, under the regulations, responsibility may be assumed; (f) the factor of accumulation, which will be readily understood when it is remembered that the most common neuropsychiatric disabilities in the service are dementia praecox and primary mental defect, conditions which do not of themselves shorten the lives of the individuals they afflict.

Post-service Disabilities.—Cases are daily coming forward in which neuropsychiatric conditions had been first reported after varying intervals, sometimes two or three years following discharge from the army. In these cases the most careful investigation is necessary to determine service attributability, or the basis of eligibility for treatment under the department. As compared with physical diseases and defects, the assessment of the service factor in later developing neuropsychiatric disorders presents peculiar difficulties, which are naturally enhanced with the increasing distance from the service period. The problem is especially complicated in these cases by the almost universal finding that a constitutional predisposition is present, often that mental abnormality or subnormality was recognized before the period of military service, or that the condition present is characteristically of insidious development over a period of years, or of remittent or intermittent nature. Moreover, it has to be remembered that in conditions presenting the features just suggested, the casual accidents of civil life regularly serve to bring on fresh mental disturbances or aggravate those already existing. Foremost among such casual circumstances come

SESSIONAL PAPER No. 14

domestic and economic difficulties which, rather than the fact of previous military service, often constitute the main exciting factor in the oncoming nervous or mental disorder. While decisions must obviously be based in each case upon all the evidence which it is possible to secure, including a careful review not only of the service period, but of the pre- and post-service life of the individual, due allowance has also to be made for the inevitable incompleteness of information notwithstanding the best effort to obtain it, and for points of doubt.

It will naturally follow that from year to year neuropsychiatric troubles will make their appearance among ex-service men just as among other members of the community; and from year to year service attributability will be recognizable and admissible in a steadily diminishing number.

Late Neuroses.—Comment should perhaps be made upon the circumstance that, while the number of cases classified as mental has tended to decrease during the past six months, the so-called neurological group made up largely of conditions described as functional has not shown the same tendency, but rather reached a high point at the close of the year, in spite of the fact that the criteria of eligibility were maintained with the same care. Indeed it might appear to be a matter of surprise that three years after the close of the war the number of "nervous" cases under treatment should be found at this high level, in particular as these conditions had been looked upon as the service neuropsychiatric disabilities par-excellence, in the sense that they have so commonly been found directly reactive to the conditions of service or intimately associated with the motives inherent therein; and more especially still in view of the assured curability of these conditions.

It must be borne in mind, however, that the activating service factors and motives have been succeeded by hardly less potent reconstruction factors and motives which are likewise operative in determining the incidence, recurrence or perpetuation of neurotic disabilities.

In this connection must be mentioned the fact referred to in previous reports, viz., that in these neuroses of long standing or chronically recurrent, the surface neurotic symptoms by no means constitute the whole story. It is usual to find that the constitutional mental make-up of the individual presents evidences of deficiency or deviation from the average normal level, which are in the main responsible for the persistence of the pathologic reactions. The habit factor, which occupies so conspicuous a place in all normal conduct, plays in these cases an enormously disproportionate part.

Departmental Hospitals.—The special neuropsychiatric centres, Westminster Hospital, at London, Ont., and Ste. Anne's Hospital, near Montreal, Que., opened as such by the department early in 1920, have continued in operation, with gradually increasing population. The policy and general features of the work at these centres, as outlined in the annual report for 1920, have undergone no essential changes. As far as possible departmental patients, with neuropsychiatric disabilities, especially those requiring prolonged periods of treatment, have been brought together in these hospitals. It was not intended, however, to concentrate at these centres all such cases throughout the Dominion. In a number of the provincial hospitals departmental patients are still maintained; and in the treatment and disposal of these cases the department has received the fullest and most cordial co-operation of the provincial authorities.

Clinics for temporary observation or the treatment of milder cases have been maintained as follows:—

Maritime Provinces—Camp Hill Hospital, Halifax.

Quebec—Ste. Anne's Hospital, Ste. Anne de Bellevue.

Ontario—Kingston, Sydenham Hospital; Toronto, Christie Street Hospital; Burlington, Brant Hospital; London, Westminster Hospital and O.P. Clinic.

12 GEORGE V, A. 1922

Winnipeg, Man.—Military Hospital and Deer Lodge Hospital.

Alberta—Calgary, Col. Belcher Hospital; Edmonton, Strathcona Hospital.

British Columbia—Shaughnessy Hospital, Vancouver.

The main concentration centres outside of Montreal and London are at Toronto, Winnipeg, and Vancouver.

The operations of the special centres at Ste. Anne's and London are set forth in charts N 1-3. This work is particularly exemplified in the returns from Westminster Hospital, which are graphically shown in charts N 1-2 in which certain data for 1920 and 1921 are made comparable. Four special points are here emphasized: (1) the factor of service attributability of the conditions under treatment; (2) the status of the patients, whether voluntarily accepting treatment or committed according to statutory regulations; (3) classification of the major clinical groups; (4) results of treatment.

Particular attention is drawn to the admissions during 1920 and 1921. At the opening of Westminster Hospital all patients at both Newmarket and Cobourg Hospitals not fit for discharge were transferred directly, thus accounting for the relatively larger number of admissions during 1920. It is gratifying to note that while 32 per cent of the 1920 admissions presented disabilities not attributable to service, this proportion was reduced in 1921 to 25 per cent.

Of special significance are the figures showing the ratio of voluntary to commitment cases. Of the total admissions for 1920, 37 per cent were voluntary and 63 commitment cases. These figures show a correction of those presented in the 1920 report, which were based partially on estimates before it was possible completely to carry out the classification.

During 1921, 70 per cent of the total admissions were on the voluntary basis. This fact is especially pleasing to record, as it is considered that in an institution of this kind where nervous and mental disabilities of all types, severe as well as mild, are under treatment, the proportion of patients who can be received and retained on the voluntary basis is a direct index to the efficiency of the service.

Provincial Legislation.—During the year the province of Quebec passed special legislation along lines similar to that put into effect in the province of Ontario during 1920, which legalizes the operation of the departmental hospital at Ste. Anne's and guarantees all necessary authority for the reception and control of patients.

Special provision was made for the admission of voluntary patients, on the basis of their willing acceptance of treatment regardless of the nature of their disabilities. As indicated in chart N 3, of 333 cases under treatment in the neuropsychiatric service at Ste. Anne's Hospital on December 31, 1921, 172, or 51.6 per cent, were voluntary admissions.

Obviously the milder or more hopeful conditions will predominate among the voluntary patients, while the larger number of severe and chronic types will be found among the commitment cases. This is clearly shown in tables, page 13, indicating the results of treatment. Moreover, the majority of cases struck off strength to pass under their own control will naturally come from the voluntary group, the chronic commitment cases making up a large proportion of the cumulative residual population. Nevertheless, of 741 neuropsychiatric cases remaining under treatment December 31, 1921, in the two institutions, 340, or approximately 46 per cent, were voluntary.

Results of Treatment.—The condition of patients discharged from Westminster and Ste. Anne's Hospitals are shown in the charts, pp. 16-18. It will be noted that cases designated as "recovered" and "improved" have been grouped together. The criteria by which to establish recovery in neuropsychiatric cases are somewhat uncertain, as they must always be based upon an approximate determination of the patient's indi-

SESSIONAL PAPER No. 14

vidual mental form; and furthermore inasmuch as the more or less complete subsidence of conspicuous mental symptoms does not necessarily imply recovery. Opinions may readily differ, therefore, as to whether a given patient has actually recovered, or is only greatly improved. Conditions in which, although active symptoms have disappeared, the patients cannot be said definitely to have attained a 100 per cent normal status, are sometimes spoken of as "social" or "economic" recoveries. A high proportion of the cases shown in the recovered-improved group represents such approximate recoveries.

At Westminster Hospital 60 per cent of the discharges during 1921 belong to the recovered-improved group; whereas 91.6 per cent of the discharges during the year at Ste. Anne's Hospital are so classified. This apparent discrepancy may be accounted for by the higher percentage of neurological cases at the latter institution. Forty-nine per cent of the discharges at Ste. Anne's came from the neurosis group, while at Westminster Hospital only 24 per cent of the discharges came from this group.

The combined discharges for 1921 from the two hospitals were 464. Of these, 366, or approximately 79 per cent, belong to the improved-recovered group.

DEPARTMENT OF SOLDIERS' CIVIL RE-ESTABLISHMENT NEUROPSYCHIATRIC CASES ON STRENGTH, 1921.

Unit and Province	Jan		Feb.		March.		April		May		June		July		Aug.		Sept.		Oct.		Nov.		Dec.	
	M	N	M	N	M	N	M	N	M	N	M	N	M	N	M	N	M	N	M	N	M	N	M	N
"B" Nova Scotia and Prince Edward Island.	40	17	40	19	44	9	44	15	45	18	38	16	41	15	39	19	42	18	39	16	37	33	37	28
"K" New Brunswick	286	47	320	55	344	89	344	83	330	107	324	90	319	78	328	4	321	63	319	10	313	3	304	6
"A" Quebec	12	12	12	2	13	2	19	3	19	3	19	11	22	10	22	75	20	9	18	67	24	27	53	
"D" Ontario	69	102	68	116	64	125	64	90	59	127	50	98	66	98	53	113	61	120	52	11	53	13	49	
"F" Ontario	335	47	337	88	314	102	317	107	342	100	345	103	358	98	340	95	347	95	358	123	356	126	348	121
"G" Manitoba	77	149	77	138	79	150	78	120	82	138	86	138	82	130	74	143	70	143	75	90	77	150	72	102
"H" Saskatchewan	60	2	61	4	63	2	63	3	61	2	58	4	57	6	65	4	59	3	58	1	60	6	59	4
"I" Alberta	56	13	58	16	56	11	63	9	70	17	66	21	70	19	80	20	62	21	62	22	59	24	58	28
"J" British Columbia	84	44	87	41	82	42	84	30	83	23	85	18	80	22	89	26	85	38	95	39	76	30	83	32
Totals.	1,019	428	1,060	482	1,032	539	1,077	461	1,092	541	1,090	503	1,095	479	1,090	509	1,067	518	1,076	525	1,055	542	1,039	536
Great Britain.....	25	8	26	10	25	8	25	6	25	6	25	6	26	8	26	8	25	9	29	13	23	14	9	17
United States of America....	35	19	35	20	31	21	31	17	34	19	31	19	21	12	21	12	26	13	23	17	24	17	20	16
Totals	1,079	455	1,121	512	1,133	568	1,133	484	1,151	566	1,125	528	1,142	499	1,137	529	1,118	540	1,128	555	1,102	573	1,068	569
Grand totals	1534	1633	1633	1633	1617	1662	1617	1617	1717	1717	1653	1653	1641	1641	1666	1666	1658	1658	1683	1683	1675	1675	1637	1637

M Mental N Nervous

DEPARTMENT OF SOLDIERS' CIVIL RE-ESTABLISHMENT--WESTMINSTER HOSPITAL, 1921

STATISTICS OF PATIENTS.

—	Attribut-ability.		Non-Attribut-ability.		Voluntary.		Commitment.		Neurosis.		Psychosis.		P.M.D.		Epilepsy.		Total patients.
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	
Year 1920—																	
Admissions.....	296	68	135	32	162	37	269	63	42	9	327	76	43	10	19	5	431
Discharges.....	40	55	32	45	40	55	32	45	11	16	54	75	6	8	1	1	72
On strength, 31-12-20...	256	71	103	29	122	34	237	66	31	9	273	76	37	10	18	5	359
Year 1921—																	
Admissions.....	178	75	59	25	167	70	70	30	65	27	125	53	35	15	12	5	237
Discharges.....	124	66	64	34	121	64	67	36	45	24	102	54	29	16	12	6	188
On strength, 31-12-21..	310	76	96	24	168	41	240	59	51	12	296	73	43	11	18	4	408

STATISTICS OF ADMISSIONS.

Total, 1920-21 . . .	474	71	194	29	329	49	339	51	107	16	452	68	78	11	31	5	668
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STATISTICS OF DISCHARGES.

Year 1920—																	
Recovered or improved.....	24	63	14	37	31	82	7	18	9	24	27	71	2	5	0	0	38
Unimproved.....	8	40	12	60	7	35	13	65	0	0	15	75	4	20	1	5	20
Died.....	8	57	6	43	2	14	12	86	2	14	12	86	0	0	0	0	14
Total.....	40	55	32	45	40	56	32	44	11	15	54	76	6	8	1	1	72
Year 1921—																	
Recovered or improved.....	92	82	21	18	103	91	10	9	45	40	42	37	19	17	7	6	113
Unimproved.....	23	41	33	59	13	23	43	77	0	0	41	73	10	18	5	9	56
Died.....	9	47	10	53	5	26	14	74	0	0	19	100	0	0	0	0	19
Total.....	124	66	64	34	121	64	67	36	45	24	102	55	29	15	12	6	188
Total for 1920-21—																	
Recovered or improved.....	116	77	35	23	134	89	17	11	54	36	69	45	21	14	7	5	151
Unimproved.....	31	41	45	59	20	26	56	74	0	0	56	74	14	18	6	8	76
Died.....	17	51	16	49	7	21	26	79	2	6	31	94	0	0	0	0	33
Total.....	164	63	96	37	161	62	90	38	56	22	156	60	35	13	13	5	260

12 GEORGE V, A. 1922

CHART N-1

All admissions since the opening of the Hospital to December 31, 1921, are here represented, grouped in three ways according to the legends.

It is interesting to note that although there have always been a considerable number of cases under treatment whose disability was not due to Service, but who were nevertheless entitled to treatment under the Regulations, the proportion of such cases decreased during 1921 from thirty-two to twenty-five per cent.

Especial importance is attached to the voluntary-commitment ratio. Consistent effort has been made to maintain the largest possible number of cases on the voluntary admission basis. The percentage of voluntary cases during 1921 reached seventy per cent, nearly double that of 1920.

In the third group of bars, the admissions are shown classified according to the four major clinical divisions. Where more than one disabling nervous or mental condition is present the case has been classified according to the underlying or major condition. For example, congenital defectives with acquired neurotic reactions and often referred to as neurasthenia or shell shock have in many instances been properly classified in the defective group. Under neuroses are included the so-called functional neurological conditions where this was the major or determining feature of the disability. Under psychoses are included severer conditions and mental disease proper. In these, the tendency to chronicity or incurability is more conspicuous. P.M.D. stands for primary mental defect, and under this heading are grouped all cases in which subnormal mental development, constitutional or hereditary in character, is the major disabling condition. Under epilepsy, the effort has been made to include only cases in which the diagnosis is reasonably well established. Functional epileptiform conditions are classed with the neuroses.

SESSIONAL PAPER No. 14

WESTMINSTER HOSPITAL COMPARATIVE STATISTICS - ADMISSIONS - YEARS 1920 & '21

LEGEND

ATTRIBUT-
ABILITY

NON-ATTRI-
BUTABILITY

NOTE!

ATTRIBUTABILITY rep-
resents conditions
due wholly or in
part to service

LEGEND

VOLUNTARY

COMMITMENT

LEGEND

NEUROSIS

PSYCHOSIS

P. M. D.

EPILEPSY

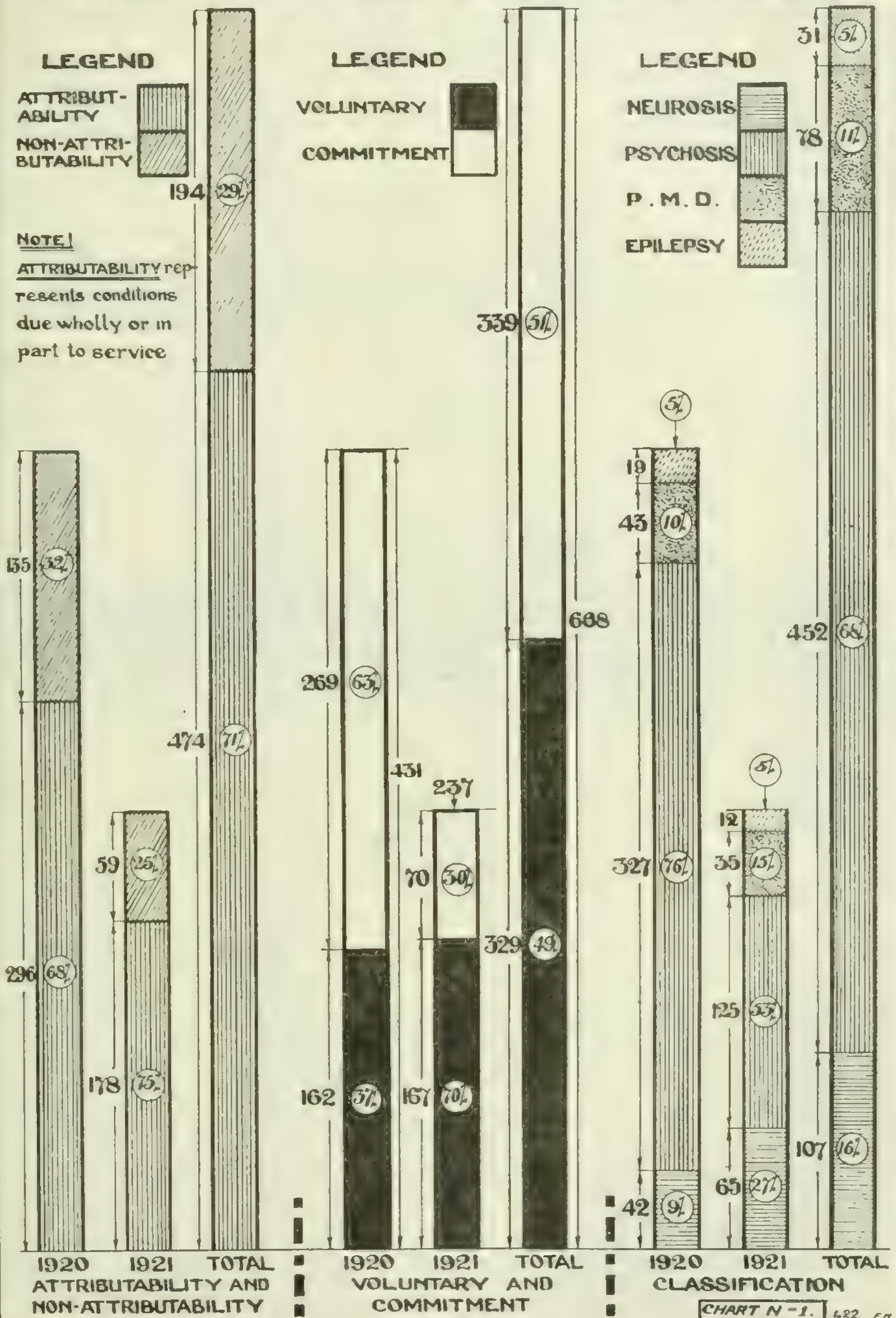


CHART N-1. L22. FH


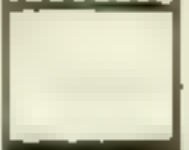

12 GEORGE V, A. 1922

CHART N-2.

This Chart represents all discharges from in-patient treatment since the opening of the Hospital to December 31, 1921. The arrangement according to attributability or non-attributability to Service, voluntary-commitment basis of admission to treatment, and clinical classification is the same as in Chart N-1, with the results of treatment indicated in all groups. The reasons for showing cases recovered or improved in one category are indicated in the text.

COMPARATIVE STATISTICS WESTMINSTER HOSP. — DISCHARGES —

LEGEND

RECOVERED OR IMPROVED, 
UNIMPROVED, 
DIED, 

NOTE !

ATTRIBUTABILITY Represents conditions due wholly or in part to service

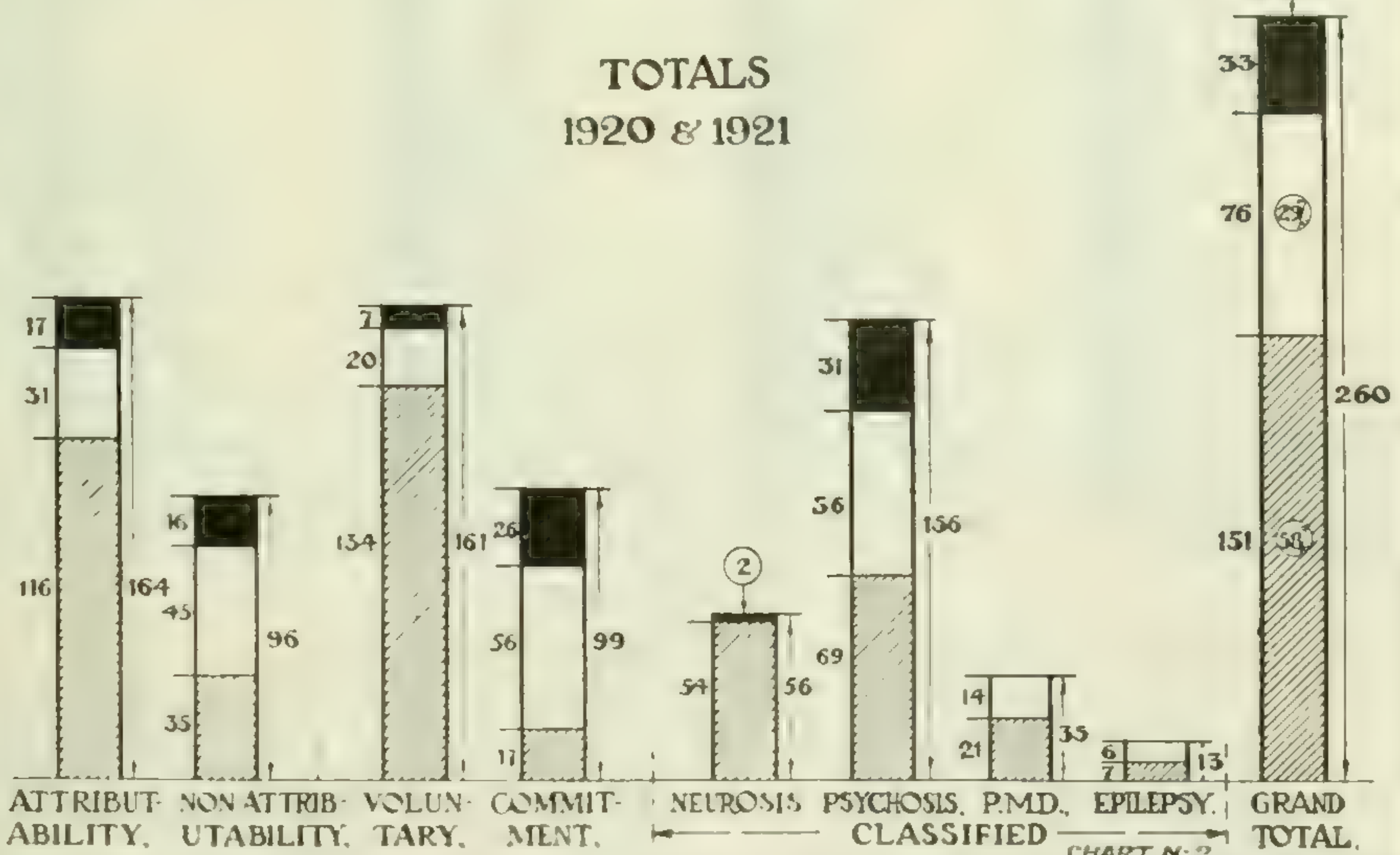
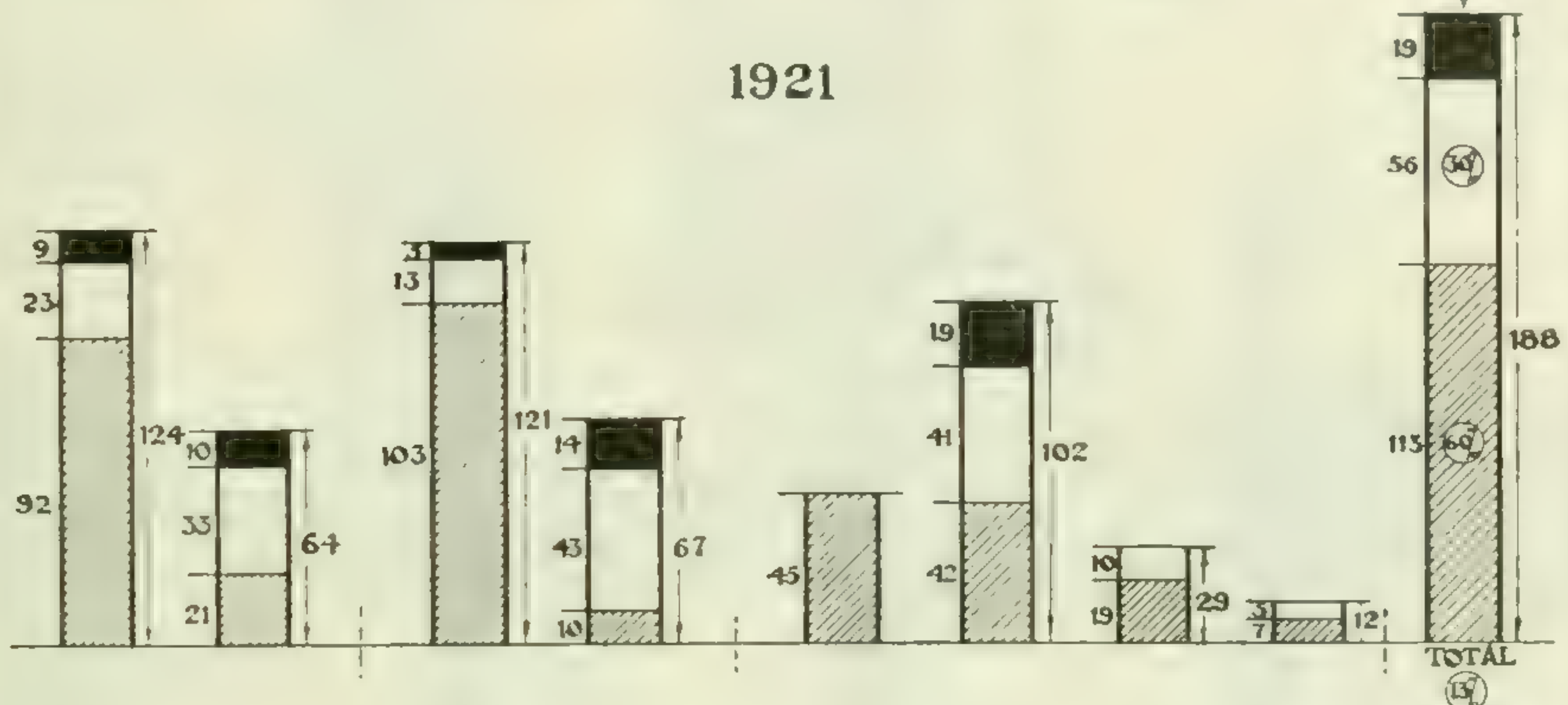
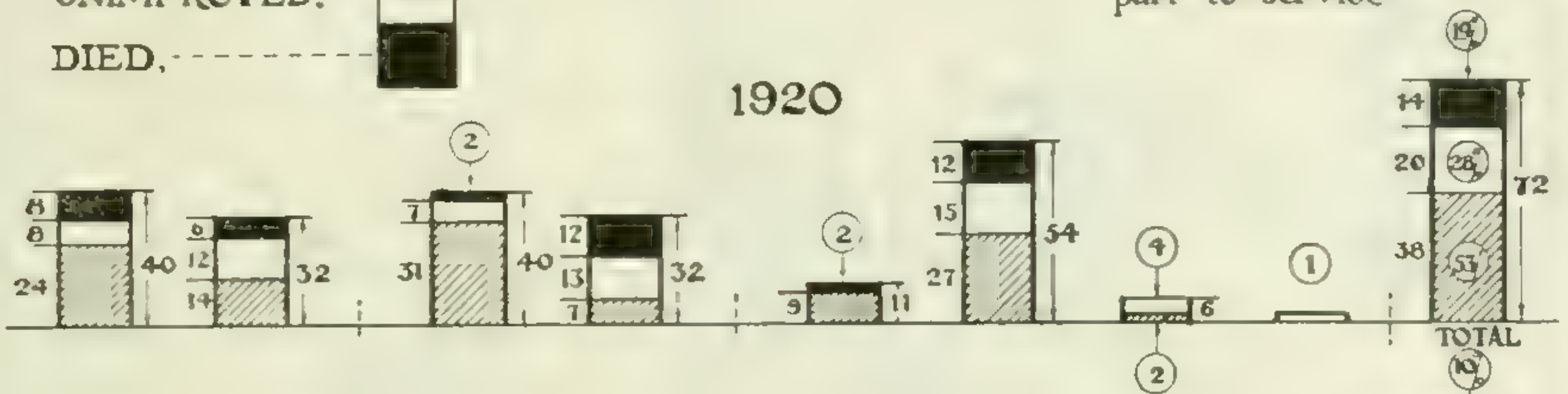
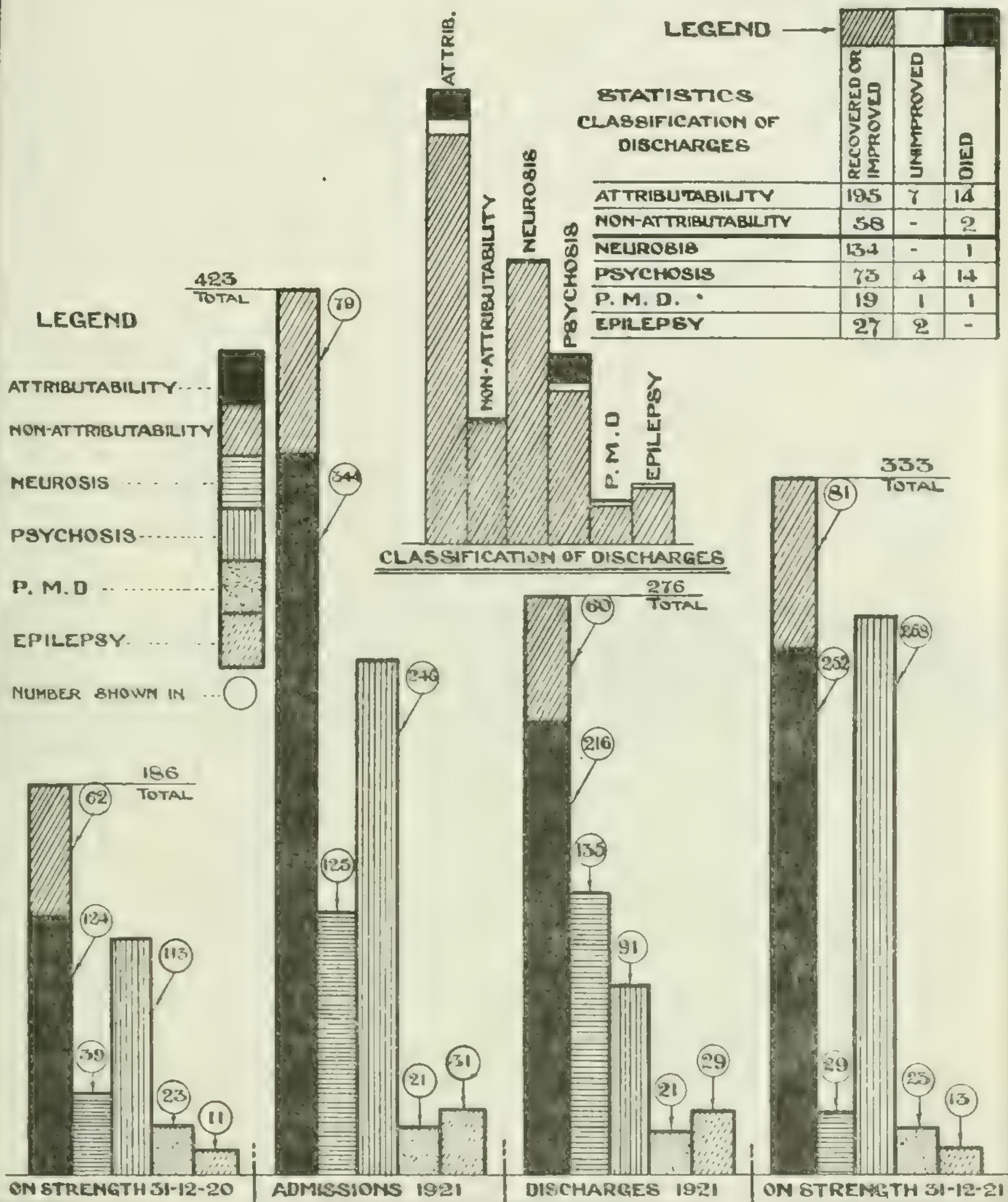


CHART N-2

CHART N-3.

The operations of Ste. Annes Hospital for 1921 are here shown, with the status as of December 31, 1920, for comparison. During 1921, the Provincial Act was passed legalizing the operation of the Hospital, and the classification of patients on the voluntary or commitment basis was thereupon completed. These figures show that on December 31, 1921, of a total of 333 on the treatment strength at Ste. Annes Hospital, 172 were voluntary cases and 161 regularly committed according to law.

STE. ANNE'S HOSPITAL
COMPARATIVE STATISTICS - 1921



PERCENTAGE

	ATTRIBUTABILITY	NON-ATTRIB.	NEUROSIS	PSYCHOSIS	P. M. D.	EPILEPSY	
ON STRENGTH 31-12-20	67	33	21	61	12	6	
ADMISSIONS 1921	81	19	30	58	5	7	
DISCHARGES 1921	78	22	49	33	8	10	
ON STRENGTH 31-12-21	76	24	9	80	7	4	
RECOVERED OR IMPROVED	91	97	99	80	92	93	TOTAL
UNIMPROVED	3	-	-	5	4	7	2
DIED	6	3	1	15	4	-	6

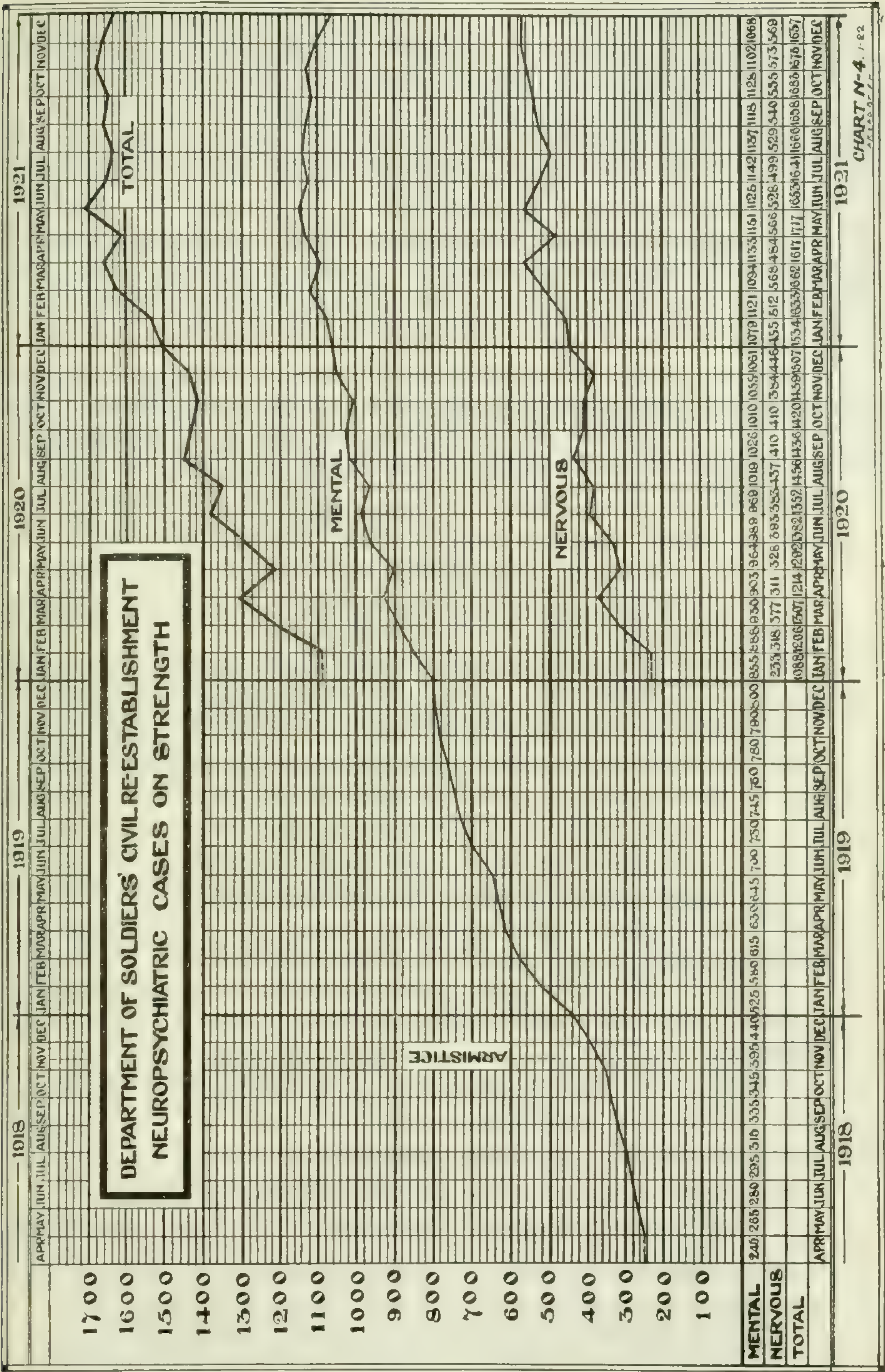
CHART N-3 1 22

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12 GEORGE V, A. 1922

CHART N-4.

Monthly Neuropsychiatric treatment strength since inception of the Department of Soldiers' Civil Re-establishment in April, 1918, to December 31, 1921. During the first two years the Department was charged only with the treatment of cases classified as mental or insane. At the beginning of 1920, when hospitalization for ex-Service men was turned over to the Department by the Department of Militia and Defence, there were included a considerable number of so-called neurological cases, which are shown in the lower curve through the years 1920 and 1921.



12 GEORGE V, A. 1922

AFTER-CARE AND SHELTERED EMPLOYMENT

The summary of the series of reports prepared by the Board of Tuberculosis Consultants, which was published in last year's Departmental Report included several paragraphs dealing with post-sanatorium problems. In March the full report of the board on "The Care and Employment of the Tuberculous Ex-Service Man After Discharge From the Sanatorium" was completed and copies were made available to all the members of the Parliamentary Committee on Pensions and Re-establishment. Later on an opportunity was afforded by the committee for the detailed presentation of this report by the members of the Board of Consultants, when it received a most attentive and sympathetic hearing. The chairman of the committee in his statement before the House of Commons after referring to this report as "a most comprehensive document, which deals exhaustively with the problems indicated by its title," added that it served the committee "as a basis upon which consideration was given to the subject in hand."

This report has recently been published in full by the department and is available for distribution to those interested. The following "Summary of Conclusions" included in it, as paragraph 124, is based on the discussion of the various phases of the subject in the preceding paragraphs and briefly epitomizes the whole report:—

SUMMARY OF CONCLUSIONS

GENERAL

(1) Sanatorium treatment alone and unaided cannot produce the best and most permanent results.

(2) Results produced are frequently dissipated by conditions and environment after discharge.

(3) All tuberculosis workers agree that a system of after-care is essential to consolidate the results of sanatorium treatment. They are not so unanimous regarding the best methods. No system guarantees against relapse.

FINANCIAL COMPENSATION, PENSION

(4) A lean purse is one of the main causes of relapse.

(5) A specially liberal award to the tuberculous pensioner is demanded by his special needs and limitations.

(6) For certain classes of the definitely tuberculous a minimum pension rate if desirable and justified.

(7) The "pensionable disability" of all cases of tuberculosis including so-called "aggravation cases" should not be less than the patient's actual disability.

(8) The stage and extent of the lesion as well as the "classification on discharge" should be fully considered in fixing the percentage of disability.

MEDICAL SUPERVISION

(9) Careful medical supervision is an essential of after-care.

(10) All sanatorium patients appreciate the need of specially skilled advice.

(11) Ex-service tuberculous pensioners desire to avoid Board of Pension Commissioners examiners unless themselves convinced of retrogression.

(12) The sanatorium superintendent's opinion is universally preferred.

(13) Sanatorium and post-sanatorium medical supervision should be most intimately correlated.

SESSIONAL PAPER No. 14

- (14) Existing clinics should be more used and other facilities developed.
- (15) A "shortage of tuberculosis specialists" exists.
- (16) Efforts to afford medical graduates and undergraduates special training at sanatoria deserve Government aid.
- (17) Efficiency of "follow-up" depends on visiting nursing service. Its work should, if possible, begin while the patient is still in the sanatorium.
- (18) The department's tuberculosis visiting nursing service should be developed to meet increased demands. Its record forms should be standardized.

HOUSING

- (19) Good housing is of importance to the tuberculous.
- (20) The cost of removal from a poor house to a better, and a difference in rent, are justifiable expenditures.
- (21) Hostels for single men under certain conditions should be provided.

EMPLOYMENT

- (22) Suitable employment is desirable on therapeutic, economic and moral grounds. It is an individual problem.
- (23) Occupations cannot be listed as good or bad, but certain principles determine their suitability. These principles involve the work, the environment, and the individual's condition.
- (24) The consumptive's opportunities for suitable work are extremely rare. Phthisiophobia, however unwarranted, is a factor in this.

SHELTERED EMPLOYMENT

- (25) Philanthropists occasionally employ the few; for the majority sheltered employment should be created.
- (26) Tuberculosis labour seldom pays and must be subsidized. Such subsidy is justified.
- (27) After-care implies sheltered employment.
- (28) The state should early initiate the establishment of sheltered employment for the tuberculous ex-service man.
- (29) The active co-operation of other agencies, with extension of employment privileges to civilians, should be encouraged.
- (30) The ex-service men's attitude is important. Their opinions, though conflicting, are, on the whole, not unfavourable.
- (31) The various schemes of sheltered employment should be carefully considered.

INDIVIDUAL ASSISTANCE

- (32) Assistance of the individual to find a suitable opening is occasionally all that is necessary.

GOVERNMENT APPOINTMENTS

- (33) The reservation of suitable government appointments for tuberculous ex-service men is not practicable.

SUBSTANDARD WORKSHOPS

- (34) A substandard workshop for the tuberculous has been successfully operated. It demands most capable management.
- (35) For city dwellers this type of sheltered employment has certain advantages over others. A survey of tuberculous ex-service men residing in all the large Canadian cities should be made.

12 GEORGE V, A. 1922

(36) The substandard shop to train and employ tuberculous ex-service men should be cautiously introduced into Canada at strategic points on an experimental basis.

(37) Pay should be proportionate to skill and work accomplished, since incentive is necessary. Pension also should be maintained.

AGRICULTURAL COLONY

(38) A purely agricultural colony for the tuberculous has narrow limits of usefulness.

INDUSTRIAL COLONY

(39) The industrial colony combines the advantages of training and suitable employment with residence in rural surroundings.

COMBINED COLONY

(40) The judicious combination of industrial and farm colony offers the greatest hope of success.

(41) The colony should be closely linked up with the sanatorium.

(42) A State subsidy is essential for success.

(43) The family of the patient should also be accommodated, as it forms the "unit of care."

(44) The colony scheme for the tuberculous ex-service men warrants trial in Canada in a carefully selected location.

PERMANENT COMMUNITY SETTLEMENTS

(45) The Permanent Community or Village Settlement is the logical complement of the training colony and may develop from it.

FRUIT-FARMING

(46) Fruit-farming, like other farming, is no sinecure for the tuberculous. Co-operation amongst a few exceptional men on small holdings might be possible, but will always be difficult. Certainly no general scheme is widely applicable.

RELAPSES

(47) Over 1,000 patients have required retreatment since their first treatment at Government expense. These are 11.2 per cent of the total admissions to sanatoria.*

(48) Sixty-five per cent of relapses are attributed to "insufficient treatment originally" and "intercurrent disease."

(49) Eighteen per cent of relapses are attributed to "insufficient monetary compensation from the Government" and "overwork."

(50) Relapses emphasize the need of after-care.

NON-TUBERCULOUS PULMONARY PATIENTS

(51) Non-tuberculous pulmonary patients amongst ex-service men treated in sanatoria were too small a proportion of the total non-tuberculous chest cases to justify discussion of the whole group.

(52) Lack of suitable data regarding occupational ability necessitated special classification of patients treated in sanatoria. Though reliability of the results is not absolute, no better are available.

SESSIONAL PAPER No. 14

READJUSTMENT PERIOD GROUPS

(53) Less than 6,000, or 69 per cent, of those treated were considered fit for any employment at discharge.* Less than 4,000, or 48 per cent, of those treated would likely take advantage of sheltered employment, and possibly only 3,000 or less.

(54) The responsibility for providing suitable employment for even 2,000 or 3,000 distributed throughout Canada cannot be ignored.

As a result of all the evidence placed before it, the Parliamentary Committee on Pensions and Re-establishment, in its Third and Final Report to the House on May 26, 1921, brought forward the following recommendations regarding the after-care of the tuberculous:—

“It is recognized by your committee that sanatorium treatment alone and unaided cannot produce the best and most permanent results and that consequently a system of after-care is essential if the results that sanatorium treatment does achieve are to be consolidated.

“Numerous individual suggestions from various sources were placed before your committee with regard to what should be provided for the after-care of the tuberculous. Certain of these had reference to the provision of an increased pension scale, and a supplementary allowance for the benefit of the tuberculous. Your committee feels that neither of these can be endorsed, in view of the recommendation of other suggestions which make them unnecessary.

“It is felt that an adequate minimum pension either for a period of years or permanently is desirable in the case of the tuberculous. This recommendation is limited in its application to ex-service men with a definite diagnosis of tuberculosis based on approved standards.

“It has been demonstrated to the satisfaction of your committee that the majority of tuberculous ex-service men will require skilled medical advice and supervision for as long as they live. This supervision should be available for tuberculous pensioners as well as out-patients of the Department of Soldiers' Civil Re-establishment, which will necessitate an extension of the present facilities in the way of clinics and personnel designed for this purpose.

“It has been impressed upon your committee that on therapeutic, economic and moral grounds, every ex-sanatorium patient who is even partially fit should be suitably employed. Opportunities for suitable employment available to the average type of ex-sanatorium patient are extremely rare in the ordinary labour and industrial markets. Philanthropists occasionally employ a few, but for the majority opportunities for sheltered employment are only available if artificially created. Accordingly there is a real justification for the inclusion of sheltered employment in any well-balanced system of post-sanatorium care of the tuberculous.

“It has been urged, and your committee agrees, that the provision of sheltered employment for the tuberculous should be in the hands of some approved non-governmental agency. The State should, however, recognize its responsibility to the ex-service tuberculous patient by initiating sheltered employment and by offering the financial assistance required for the establishment of industries and for the medical supervision of the patients. Your committee recommends that the department be authorized to conduct a survey of the tuberculous ex-service men residing in all the large Canadian cities, and to take the necessary steps to establish a substandard shop to train and employ tuberculous ex-service men in any city, where the result of the survey appears to warrant it, and where an approved non-governmental agency is available for its administration.

* These figures only include patients granted treatment up to 30-4-20.

12 GEORGE V. A. 1922

"It would appear that a purely agricultural colony for the tuberculous has such narrow limits of usefulness in this country as not to warrant its establishment. Your committee agrees, however, that an industrial colony on an experimental basis warrants trial in Canada in a carefully selected location. The proposal submitted from patients at the Mountain Sanatorium, Hamilton, in this connection is worthy of most careful investigation and consideration, with a view to the provision of the necessary financial assistance, to establish industries and provide competent medical supervision under the Department of Soldiers' Civil Re-establishment. As a permanent community or village settlement for the tuberculous is the logical complement to the training colony it may ultimately develop from it."

The Parliamentary Committee also carefully considered the difficulties encountered in providing suitable employment under favourable conditions for ex-service men disabled from causes other than tuberculosis. In its report to the House the experimental handling by the department of the problem of furnishing sheltered employment for the handicapped under provisions of Order in Council P.C. 2328, was briefly reviewed. (Elsewhere in this departmental annual report will be found details regarding these activities throughout the current year). The committee concluded this part of its report to the House as follows:—

"The recommendations of your committee, therefore, are as follows:—

"1. (a) That the Department of Soldiers Civil Re-establishment continue negotiations with the Red Cross or other organizations, to provide for the establishment under the administrative control of the association or organization, such undertaking as may, in the opinion of the department, be considered to be advisable.

"(b) That until an organization of a definite nature is established, the department continue to care for these cases as at present.

"2. As respects financial assistance by the Government additional to pension payments to individuals, it is felt that any decision can only be made after further negotiations with the Red Cross or other organization undertaking the work. It is, therefore, recommended that such negotiations continue, and so soon as a definite basis of assistance is reached the proposal be placed before the Government for final approval."

As a result of this recommendation negotiations with the Dominion Executive of the Canadian Red Cross were continued, officials of the department and society holding several meetings both in Toronto and Ottawa. The executive of the Red Cross finally determined to send a representative, Dr. Wace, to England, to make an independent investigation of what was there being done to meet the problem of the employment of the disabled, and on his return a conference was held in Ottawa on December 13 and 14, at which were present officers of the society, the secretary of the Canadian Association for the Prevention of Tuberculosis and officials of the department. On this occasion the report of Dr. Wace was presented covering the results of his recent investigations in England on behalf of the Red Cross. Following this the whole situation in Canada was again thoroughly reviewed and several alternative methods of attempting the solution of the problem were fully discussed. The officials of the department urged strongly that the Canadian Red Cross Society should definitely assume the administrative control of the establishment and operation of workshops in the various centres throughout the country wherever the need for such provision could be demonstrated, with the assurance that substantial financial assistance from the Government might be anticipated.

Amongst the reasons which were urged in support of this recommendation, the following may be cited:—

SESSIONAL PAPER No. 14

(1) The psychology of the ex-service man is such that he is inclined to resent apparent perpetuation of army discipline as seems to him to be implied in any form of government control. Judging by the expressed attitude of disabled ex-service men as well as from what practical experience has actually taught, it is evident that there would undoubtedly be a more ready and also a more efficient response to an opportunity for employment extended to the disabled by some such organization as the Red Cross Society rather than by a government department.

(2) The excellent reputation of the Red Cross Society with the general public and the high regard in which it is held by ex-service men render it particularly suitable for the conduct of this work.

(3) In spite of what has already been done the undertaking is and will long remain essentially experimental in character. As such it must be very flexible and direct governmental control cannot be elastic enough or responsive enough to new conditions constantly arising. Non-governmental agencies are unhampered by the limitations of statutory authority or by lack of it and are unencumbered by official regulations as to spending money which are essential in government undertakings. The conduct of such an experiment at various points throughout the country by different branches of one organization, such as the Red Cross, would most readily ensure each individual enterprise receiving the maximum benefit to be gained from the experience of the others.

(4) In such an undertaking local interest is a factor of great importance in ensuring the most successful results economically by assisting both in the determination of the product best fitted to meet local requirements and in its disposal to the greatest advantage. In no way can this local interest be stimulated so well as by securing from the people of the community financial contributions towards the establishment and maintenance of the project. Uniformity of policy and co-ordination of local effort would be best achieved through concentration of control in a well-established organization of good repute such as the Red Cross.

(5) The determination of the best method of remuneration for work done under conditions of sheltered employment is a matter of supreme importance. On it is dependent much of the success both therapeutic and economic of such an enterprise. Experience has already amply demonstrated that direct government control renders it peculiarly difficult, if not quite impossible, to institute a method of remuneration which provides the proper incentive essential to the best results. Difficulties which in this regard are inherent in the case of government control of sheltered employment would not be encountered if it were recognized that it was being conducted as a business enterprise by an organization entirely apart from the government.

(6) Objection on the part of manufacturers to unfair competition through the sale of articles made by the disabled in government-controlled workshops would not be tenable if their production were in the hands of a voluntary organization, particularly if conducted on as sound a business basis as possible.

(7) The provision of sheltered employment may not unreasonably be held to be outside of any government responsibility which, it can fairly be claimed, has been adequately discharged by the provision of free treatment with pay and allowances, followed by pension for all actual service disability. It would seem on the other hand to fall naturally within the scope of the activities of an organization such as the Red Cross.

(8) No other association of a similar character has such a nation-wide organization or so comprehensive an experience in meeting conditions arising out of the war.

(9) There would appear to be a real wish on the part of the public to participate in work of this kind. In more than one locality branches of the Red Cross Society have already actually instituted workshops for the handicapped. Such sporadic efforts would appear to be an evidence that amongst the members of the society it is felt that in this direction lies an opportunity for the Red Cross to continue its special war-time effort in times of peace.

12 GEORGE V, A. 1922

(10) Such sheltered employment, as would be supported by the department, would have to be restricted to ex-service men, with certain limiting qualifications as regards the existence and degree of disability definitely due to service. It is conceivable, however, that through successfully dealing with war disabilities in this manner, the value of sheltered employment may be made apparent as relating to industrial cripples, in which event a non-governmental agency, such as the Red Cross, would be in a position on account of its local character to demonstrate to and influence in a proper manner the provincial and municipal governments concerned.

In November, officials of the department accepted an invitation to present their views regarding sheltered employment before a meeting of all the members of the Dominion Executive of the Canadian Red Cross Society. A very favourable reception was accorded, and it is now felt that following the December conference above referred to, action will shortly be taken by the society to carry out the recommendations of the department, which will result, in the near future, in the establishment of workshops in every province for all disabled ex-service men who require opportunities for sheltered employment.

The Imperial Order of the Daughters of the Empire having expressed a desire to assist in the after-care of handicapped ex-service men, an official of the department addressed the annual meeting of the National Chapter of the Order in Toronto in June, outlining the present situation in Canada and the methods that appear to be best calculated to meet it. The president of the Order then intimated that she was ready at any time to appoint a committee to take up with the department the best means by which co-operation might be achieved in the after-care of the handicapped. The offer of assistance from this great Order is much appreciated, as the magnitude and success of its war-time effort on behalf of the soldier can be taken as a criterion of the benefit that may be anticipated from its interest in the problem of the ex-service man.

In order to obviate duplication of effort further action in connection with this offer is held in abeyance pending final decision as regards the form and scope of the work to be undertaken by the Canadian Red Cross.

Reference was made in the Final Report of the Parliamentary Committee to the proposal emanating from the patients of the Mountain Sanatorium, Hamilton, for the establishment of an Industrial Colony for the Tuberculous. During the autumn a committee of representative Hamilton philanthropists was formed, which has purchased a 200-acre farm as a site for such a colony. Tentative plans have been drawn up and an estimate made of expenditure necessary for their being put into effect. It has been suggested that the cost might be divided amongst the Provincial Government, the Ontario Red Cross Society, and the Federal Government. It is expected that definite proposals as to the contribution to be requested from the Dominion Government will shortly be forthcoming.

TUBERCULOSIS

TABLE I.—EX-SERVICE MEN ON STRENGTH OF DEPARTMENT FOR TREATMENT FOR TUBERCULOSIS ON DECEMBER 31, 1921, ANALYSED ACCORDING TO YEARS IN WHICH THEY WERE ADMITTED OR RE-ADMITTED.

Year in which taken on strength for current period of treatment	As primary admissions	As re-admissions	Totals
1918 (after April 1)	38	2	40
1919.....	117	7	124
1920.....	207	119	326
1921..	310	496	806
Total on strength December 31, 1921.....	672	624	1,296
Reduced to percentage basis	51·8%	48·2%	100%

* Total shown in this table includes cases in U.S.A. and England also surgical T.b. cases.

SESSIONAL PAPER No. 14

TABLE II.—DETAIL OF TABLE I BY MONTHS

	As primary admissions.	As re- admissions.	Totals.
1918			
January			
February			
March			
April.....	1		1
May	2		2
June			
July	5		5
August	12		12
September	7		7
October.....	6		6
November	2		2
December	3	2	5
Total..	38	2	40
1919.			
January	2		2
February	9		9
March..	4		4
April	12		12
May..	9		9
June	7	1	8
July	10		10
August	23	1	24
September...	6	1	7
October	11		11
November.	15	2	17
December...	9	2	11
Total..	117	7	124
1920.			
January..	14	2	16
February.	11	6	17
March....	12	7	19
April....	19	9	28
May....	10	3	13
June.....	20	6	26
July.....	16	6	22
August	19	8	27
September	15	13	28
October	20	21	41
November	24	16	40
December..	27	22	49
Total	207	119	326
1921			
January.....	24	25	49
February.....	22	30	52
March...	22	25	47
April.....	33	32	65
May....	28	45	73
June.....	26	45	71
July..	29	43	72
August...	43	37	80
September..	24	62	86
October....	25	56	81
November.....	18	56	74
December	16	40	56
Total	310	496	806
Grand totals...	672	624	1,296

12 GEORGE V, A. 1922

TABLE III.—EX-SERVICE MEN TAKEN ON STRENGTH OF THE DEPARTMENT SOLDIERS' CIVIL RE-ESTABLISHMENT FOR TREATMENT FOR TUBERCULOSIS AND NUMBER OF TUBERCULOSIS PATIENTS S.O.S. BY DEATH DURING 1921.

	As primary admissions.	As Re- admissions	Total admis- sions	Deaths.
1921.				
January	64	57	121	24
February	60	63	123	19
March	56	67	123	20
April.....	54	62	116	29
May	56	67	123	15
June	53	68	121	18
July	38	70	108	12
August	43	48	91	14
September.....	39	48	87	18
October	48	69	117	11
November.....	53	74	127	8
December.....	34	59	93	25
Totals	598	752	1,350	213
(Numbers Per cent)	44.3%	55.7%	100%	..

TABLE IV.—COMPUTED NUMBER OF EX-SERVICE MEN TAKEN ON STRENGTH OF DEPARTMENT S.C.R. FOR TREATMENT FOR TUBERCULOSIS PREVIOUS TO DECEMBER 31, 1921, AND STILL ALIVE ON THAT DATE.

Patients taken on strength, D.S.C.R. for treatment for tuberculosis to 31-12-21..	9,755
Tuberculosis patients struck off strength, D.S.C.R. by death to 31-12-21..	1,279
Tuberculosis patients who died as pensioners not on strength, D.S.C.R. to 31-12-21..	184
Total patients taken on strength, D.S.C.R. for treatment for tuberculosis who died as pensioners or as D.S.C.R. patients to 31-12-21..	1,463
Total patients taken on strength, D.S.C.R. for treatment for tuberculosis and who were still alive on 31-12-21..	8,292

NOTE.—The number of ex-service men computed to have been T.O.S. for Treatment for Tuberculosis previous to December 31, 1921, who were still alive on that date can only be considered as approximately correct, but it is not thought to be excessive. Amongst the factors affecting its accuracy it may be noted that a number which cannot be determined may have died from various causes after having been S.O.S., and after having ceased to draw pension. However, those who have had departmental treatment for tuberculosis and who have already ceased to draw pension are comparatively few and of these still fewer will likely have died as yet. Consequently any diminution attributable to this source may be considered negligible.

On the other hand, if any of those who died as pensioners had not previously undergone treatment by the department they should not be deducted from those so treated in an attempt to determine the number of these still living.

Furthermore, those who were never departmental patients but are still alive and drawing pension for tuberculosis should for all practical purposes obviously not be excluded from enumeration amongst tuberculous ex service men still living. Consequently the estimate furnished of the number of ex-service men who have been treated for tuberculosis and are still alive is probably below the mark.

SESSIONAL PAPER No. 14

DIETETICS SECTION

The department has continued the policy of employing a dietitian in each hospital, who is responsible for the efficiency of the food service in that hospital. Each dietitian submits a monthly report to Head Office, analyzed as to amounts, prices, and finally as to the total cost of each classification of food used in the institution. Included with these reports are the daily menus of each institution, giving also the details of special diets ordered in each hospital. These reports are reviewed at Head Office and a monthly criticism in detail is returned to each institution. This system has enabled the department not only to supply foodstuffs containing the proper amount of calories, vitamins, etc., required to build up the constitutions of convalescents, and at the same time a menu varied, attractive and appetizing, but has enabled the department to exercise an effective control over food costs, which has resulted in considerable reduction of expense.

MEDICAL STORES SECTION

Up to June, 1920, the department procured the major portion of its consumable medical and surgical supplies from the Medical Stores of the Canadian Army Medical Service. When these were closed, the department decided to operate its own Medical Supply Depots, and Medical Stores under the control of the Director Medical Services were therefore established at Montreal, Toronto and Winnipeg. The Militia Department had formerly operated stores in each Military District in Canada, and it was considered by the department that the work could be satisfactorily carried out with much less decentralization. This proved to be correct, as the department found it possible to close the Montreal Stores in February, 1921, and the Winnipeg Stores will be closed in February, 1922.

The Medical Stores Section at head office, under the control of the Director Medical Services, arranges for the centralized purchase and distribution of supplies and equipment, and their manufacture in stores, resulting in economical service. The purchase of medical supplies is carried out in co-operation with the Purchasing Division, which submits all tenders for such supplies to the Director Medical Services for selection. A complete record of goods received in and issued from Medical Stores, and the consumption of supplies at institutions and clinics, is maintained at head office, and the renewal and maintenance of stock in stores is based on actual consumption, thus obviating the possibility of overstocking.

The following is a summarized statement of the operation of Medical Stores for the calendar year, 1921:—

Total value of stock on hand as at December 31, 1920.. . . .	\$ 98,193 65
Total value of goods received in stores for period.. . . .	182,673 37
Total value of issues from stores for period.. . . .	211,100 09
Total value of stock on hand in stores as at December 31, 1921..	69,766 93
Value of monthly average receipts.. . . .	15,222 78
Value of monthly average issues.. . . .	17,591 67

DENTAL SERVICES

PERSONNEL

The personnel of the Dental Services consists of the Director Dental Services, unit dental officers, dental surgeons on full and part time salaries, dental mechanics, assistants, orderlies, clerical staffs, and civilian representatives.

The Director is located at the Head Office, Ottawa, and is responsible to the deputy minister. The unit dental officers administrate the executive work of the units

12 GEORGE V, A. 1922

and also operate. They are responsible to the Director Dental Services. Dental surgeons are located chiefly in clinics in the institutions of the department, and are responsible to the unit dental officer. Civilian representatives render necessary dental services, according to a scale of fees, in localities not supplied by salaried operators. They are responsible to the unit dental officer.

ELIGIBILITY

(a) *Department of Soldiers' Civil Re-establishment.*—The Dental Services of the department were established, not for the purpose of administering dental services to every ex-member of the forces, but to serve, when necessary, as an adjunct in the restoration of such ex-members of the forces to normal health and strength.

The conditions under which patients of the Soldiers' Civil Re-establishment and pensioners become eligible to receive dental services were detailed in the Annual Report of 1920.

(b) *Department of Militia and Defence.*—All members of the Canadian forces were eligible and entitled to dental services at the time of their discharge and were provided with cards at the time the final dental examination was made. These cards duplicated the report entered by the Canadian Army Dental Corps operator in their Military History Sheets.

Orders were issued for the demobilization of the Canadian Army Dental Corps on March 31, 1921, but shortly before that date it was found necessary to make arrangements to complete post-discharge work which could not be finished by the Department of Militia and Defence. The Department of Soldiers' Civil Re-establishment was approached by representatives of the Department of Militia and Defence, and resulting negotiations culminated in Order in Council P.C. 963, dated March 23, 1921.*

This Order in Council assigned to the Department of Soldiers' Civil Re-establishment the responsibility of providing requisite facilities for rendering to ex-members of the forces the post-discharge dental services to which they were entitled at the time of demobilization, and which had not yet been obtained from the Department of Militia and Defence.

Based on Order in Council P.C. 603, dated March 23, 1920, and Order in Council P.C. 963, dated March 23, 1921, rules and regulations, after receiving the endorsement of the Adjutant General and the Auditor General, were put in force by the Department of Soldiers' Civil Re-establishment.

Instructions were issued at the same time to unit dental officers defining the duties devolving upon them in connection with the uncompleted work of the Canadian Army Dental Corps.

The Department of Soldiers' Civil Re-establishment has not the privilege of making changes in the record, if any, of a man's Dental History Sheet, and should his military documents not contain the necessary authority for granting dental services, such services cannot be authorized.

The work of dealing with militia patients was assigned to civilian dentists, preference being given to dental surgeons who had served with the colours during the late war; the fees paid are in accordance with the schedule adopted by the Department of Militia and Defence.

PENSIONERS

A large number of disabilities, for which pensions were granted, have proved amenable to treatment, and as a result, the wage-earning capacity and potential energy of the pensioner have been increased and the amount of public moneys paid

* Appendix 2, page 120.

SESSIONAL PAPER No. 14

in pensions decreased, with corresponding financial benefits to the citizens of the nation, individually and collectively.

The dental services have proved an essential factor in determining and removing certain forms of disability, and in some cases have been the sole means of restoration. Improvement in health and added ability to earn a living mean everything to those who have suffered through the war, but also mean a good deal, economically, in the life of a nation, and it is the duty of those responsible for the care of pensioners to adopt every means possible to restore, to the fullest extent, the economic value of individuals under their charge, converting them from the "debit" to the "asset" column in the country's financial records.

The value of dental treatment in cases of incipient tuberculosis is shown in the reports of the medical superintendents of tubercular institutions on page 34.

The Chief of the Tuberculosis Section of the United States Veterans' Bureau, under date November 10, 1921, issued the following to the Chief of the Dental Section of the Bureau:—

"It is the opinion of the office that dental services should be rendered claimants suffering from active pulmonary tuberculosis for the reason that proper condition of the teeth is beneficial, and essential for the patient to derive the most from his treatment in order that he may arrest his disease."

The following is an abstract from instructions issued by the Director Medical Services, Department of Soldiers' Civil Re-establishment, to medical officers:—

"In order to keep tuberculous cases up to the highest point of resistance, absorption from defective teeth should be eliminated. The regulations of the Department provide for the dental examination and necessary treatment of patients on their admission to an institution for medical treatment. It is suggested to medical examiners that a subsequent detailed report on dental conditions be obtained from the dentist in all cases where it is considered possible that dental infection may have a bearing on the man's pensionable disability, with a view of eliminating such infection as the underlying factor and thereby decreasing his pensionable disability."

FACIAL WAR INJURIES

Facial war injuries are the most difficult of all the various phases of restorative work in which the Department is engaged, and this fact is readily realized as soon as attention is directed to the formation and functions of the oral cavity.

There are approximately two thousand of these facial cases and a large number will, from time to time, require new appliances due to change of tissues. Some of these cases have lost part of the mandible, some all of this bone. Others have lost all or part of the superior maxillae, with consequent loss of speech. The process of restoration in these instances must, of necessity, take a long time, as cheeks have to be grown, shattered jaws mended, and even portions of the face, which have been burned away by explosions, replaced.

The public is accustomed to the sight of individuals wearing artificial limbs, but until the war, very few had looked at a face literally "shot to pieces" and it is not such on which to gaze at length. The sufferers from facial injuries call for sympathy, not only for the purpose of repairing as much as possible the disability, but also that deeper sympathy which will appeal to the disabled themselves as completely removing any feeling of repulsion caused by their harrowing disfigurements.

12 GEORGE V, A. 1922

TUBERCULAR AND MENTAL CASES

Dentists, in charge of services for tubercular and mental patients, need to be possessed of special characteristics, and the department is fortunate in having on its staff operators who are enthusiastic about such work and are cordially liked in the institutions. Patience, tact, ability to be a "good mixer," are requisites for success in getting work performed, as these patients are nervous and cannot be given long sittings at any one time. The amount of work accomplished can never be regarded as a criterion of the time consumed by the operator, as the keeping and length of engagements are very problematical, being dependent on the physical condition of the patient at any special hour.

Space allowed for this report will not permit of an enumeration of the many cases concerning which reports have been received at Head Office. The following from the medical superintendents will indicate the important results shown in a few instances:—

The Queen Alexandra Sanatorium

Ex-Pte.....No.....

Dental examinations 23-6-21, showed extensive pyorrhœa in lower centrals with considerable pus. Teeth extracted 27-6-21. Dentures inserted 16-8-21.

Medical Report.—Moderately advanced case of pulmonary tuberculosis. R. unilateral bronchitis and recent spontaneous pneumothorax—patient's condition already showing considerable constitutional improvement (due to decrease toxæmia) of which dental toxæmia was undoubtedly part.

Ex-Pte.....No.....

Dental examination 23-7-21 shows numerous cavities and considerable pyorrhœa infection. Cavities were all filled. X-Ray showed caries and pyorrhœa, cleared rapidly under treatment.

Medical Report.—A latent clinical type of pulmonary tuberculosis with low grade activity. R. Apex. Dental attention in such a case was probably of prime importance and will be essential to complete restoration of case. Patient has already in two months shown marked improvement in general condition.

The Sir Oliver Mowat Sanatorium

I beg to state that all our cases are treated routinely in the dental parlour.

We find that a great deal of work is necessary, as I consider it particularly important that all patients suffering from tuberculosis should have their mouths and teeth in good condition. Not unfrequently, abscessed teeth are located, which of course, would be a contributing factor to the man's illness.

St. John County Hospital

The dental work under the Department of Soldiers' Civil Re-establishment has been very satisfactory to us during the past year. We have not had as many striking results as the previous year but the general dental care of the patients has been most essential and has been carried out well, it has helped us much in our work.

I am trying to get my board to establish dental care for our civilian cases as dental care given to the soldiers has demonstrated its great need. Following is a list of a few interesting cases in the past year:—

SESSIONAL PAPER No. 14

Ex-Pte.....No.....

He looked ill and very toxic, we had all the diagnosis made from tuberculosis of the lung, throat and peritoneum which were one after another excluded. The dentist found with the X-ray a bad tooth and extracted this. At the time of the extraction he called me into the room to demonstrate the foul odor which was present. This man improved greatly and the toxic symptoms disappeared.

Ex-Pte.....No.....

Nothing very definite in his chest, teeth were in bad condition, it was only by proper dental treatment of his teeth and elimination of the teeth as the cause of the symptoms that the diagnosis of incipient tuberculosis was made.

RADIOGRAPHS

The use of X-rays in determining focal infection, though not dentally infallible has proved of inestimable value.

The regulations of the department provide that X-ray shall be obtained by a dental operator only when he is still in doubt as to the condition of the teeth after he has exhausted all means provided by his professional training and experience for forming a conclusion. This limitation was not in force under the United States Veterans' Bureau, which provided that all cases of putrescent teeth about to be treated and teeth considered for extraction, should first be radiographed. The rules of the bureau were changed recently and the limitation in force by the department practically adopted by the United States Government.

EQUIPMENT AND SUPPLIES

Central Dental Stores are located at Christie Street Hospital, Toronto, having been moved from 185 Spadina avenue on April 15, 1921. Prior to the change, stock was considerably reduced, a large amount being transferred to sister departments.

CORRESPONDENCE

Eight thousand two hundred and eight official letters have passed out from the Dental Services in the past year. Of these 2,644 were written to the United States Veteran's Bureau, as follows: Canadian, 1,256; Imperial, 1,317; American, 15; Australians and New Zealanders, 4; General 22.

The responsibility of completing dental services for the Department of Militia and Defence increased the correspondence to a very great extent. In addition to the executive work, which occasionally extends beyond the limits of the North American Continent, the detail work for Military Districts 2 and 3 was centralized at the Ottawa Head Office. Also, all doubtful applications are submitted to Ottawa and these involve correspondence with the applicants.

ACCOUNTS

Dental services rendered by civilian representatives of the Department of Soldiers' Civil Re-establishment are authorized by the unit dental officers in accordance with regulations, and reports of the work performed are forwarded to Ottawa. Civilian work in two Units "C" and "F," is authorized from Head Office. After this work is completed, the accounts are sent to the Director Dental Services for approval and subsequent recommendation for payment. This entails a considerable amount of checking.

Former members of the Canadian, Imperial and New Zealand Forces, when resident in the United States, receive dental services to which they are entitled through the United States Veterans' Bureau, after applications and estimates have been

12 GEORGE V, A. 1922

approved at the Dental Head Office, Ottawa. Before the accounts for these services can be approved the files of the individuals must be drawn and the accounts checked with the authorization already granted and the scale of fees under which the work is performed. The accounts, having been found correct, receive the recommendation for payment from the Director Dental Services and are passed to the Accounts Branch. This class of work is particularly heavy as all accounts for dental services outside of Canada are under the direct supervision of the Director Dental Services and he alone authorizes such work.

REPORTS

Reports of all phases of dental services, are received from the clinics and are classified under daily, weekly, monthly and quarterly.

SUMMARY

DENTAL SERVICES RENDERED IN ALL DEPARTMENTAL CLINICS FROM JANUARY 1, 1921, TO DECEMBER 31, 1921

Amalgam filling..	11,510
Temporary fillings (a) G.P., (b) cement..	6,604
Cement fillings..	5,204
Treatment putrescent pulp..	15,160
Root fillings..	2,673
Pulp cappings..	2,630
Devitalizations..	2,560
Pyorrhœa and trench mouth treatments..	10,727
Impressions..	7,070
Bites..	4,766
Try-ins..	4,965
Synthetic porcelain fillings..	3,830
Repairs of dentures..	2,202
Prophylaxis..	10,507
Extractions..	16,705
Anaesthetic, general..	385
" local..	10,044
Dentures, upper..	1,493
" lower..	671
" partial..	2,864
Gold clasps..	5,181
Examinations and mouth charts..	11,026
Total operations..	138,777

SPECIAL WORK

Gold and porcelain crowns..	105
" " " dummies..	69
" inlays..	16
Swing-in and removable bridge..	4
Crowns and bridges repaired..	62
Gold lingual bars..	30
Special gold clasps..	166
Special gold appliances..	15
Special upper and lower dentures..	5
Dentures adjusted..	91
Special treatments..	24

DIRECT DENTAL INJURY CASES FROM JANUARY 1, 1921, TO DECEMBER 31, 1921	
In Canada..	78
In United States of America..	9
Total patients..	87

DEPARTMENTAL PATIENTS TREATED BY OTHER THAN DEPARTMENTAL SALARIED DENTISTS FROM JANUARY 1, 1921, TO DECEMBER 31, 1921

In Canada—	
Ex-Canadian soldiers..	564
Ex-Imperial soldiers..	68
	632
In United States of America—	
Ex-Canadian soldiers..	66
Ex-Imperial soldiers..	89
	155
Total patients..	787

SESSIONAL PAPER No. 14

DENTAL SERVICES RENDERED BY OTHER THAN DEPARTMENTAL SALARIED DENTISTS FROM
JANUARY 1, 1921, TO DECEMBER 31, 1921

Operations	Canada		United States	
	Canadian	Imperial	Canadian	Imperial
Amalgam and synthetic fillings	1,652	139	47	186
Root fillings and treatments	320	26	5	27
Pyorrhœa, prophylaxis, trench mouth and gingivitis	513	33	40	23
Dentures, upper, lower, partial, and repairs	467	73	43	50
Examinations and extractions	246	12	22	168
Gold and cast clasps and bars, sad- dles, dummies, and castings	464	74	36	41
Hinge-joints, saddle and band, lugs, gold lingual bars	7	0	1	11
Crowns, gold and porcelain	63	14	8	10
Removable bridges	1	0	1	0
Gold inlays and gold fillings	20	1	3	4
Radiographs	0	0	93	48

ORTHOPÆDIC AND SURGICAL APPLIANCES BRANCH

The function of the Orthopædic and Surgical Appliances Branch, namely, to manufacture or otherwise provide orthopædic and surgical appliances required by the department for disabled ex-service men, underwent no change during the past year. The branch continued to supply in addition such appliances as were required by other departments of the Government, especially the Department of Militia and Defence, Department of Indian Affairs, Royal Canadian Mounted Police, Canadian National Railways, and the various Provincial Workmen's Compensation Boards, as authorized by Order in Council P.C. 2311 of September 25, 1920. Necessary appliances have also been provided by the Branch for all British and allied disabled ex-service men resident in Canada; and, in accordance with existing reciprocal arrangements, it has dealt with the cases of Canadians resident in other countries who required appliances.

PRODUCTION

The number of appliances required during 1921 shows a slight falling off in certain lines from that of the previous year. During the early part of 1920 it became apparent that the large demand for appliances of all kinds which arose at the end of the war had been met, and during the summer months of that year there was a decided decline until the month of October. This decline then became less marked, and gradually during the remainder of the year 1920, and throughout the year under review, production became more constant, but on a lower level. In other words, the period of "first" and "duplicate" issue was passed, and that of repairs, and occasional renewals, had arrived. For the first time in the experience of the factory at Toronto the demand for appliances has been unsteady; instead of the even flow of production of previous years, busy spells and slack spells have been encountered. Orthopædic boots, however, form an exception to the appliances being produced on a lower scale, as also some classes of the less durable minor orthopædic appliances purchased, such as artificial eyes, rubber and elastic goods, as all patients in permanent need of these articles require to have frequent and regular renewal.

DECREASE OF STAFF

As the necessity for production diminished it was necessary to reduce the operative staff, and at the end of January a number of men were laid off from all divisions, and, in addition, the working day for men paid by the hour was reduced to seven hours.

12 GEORGE V, A. 1922

The adoption of the seven-hour day in place of one of eight hours was a measure taken to keep as many men as possible in employment during a time when work elsewhere was difficult to find. In reducing the staff consideration was given to a man's disability, as well as to his proficiency, and in consequence the machine shop staff is 50 per cent and the woodworking shop 60 per cent amputation cases. The lay-off in the operative staff during the year amounted to thirteen men from the woodworking shop and fourteen men from the machine shop, but only one from the shoe shop.

In May the eight-hour working day was again resorted to in order to keep up with an increase of orders that set in, but on November 1 the seven-hour day was returned to as being sufficient to fulfil the orders in the factory, which again began to fall off.

REORGANIZATION OF PLANT

Previously the main factory engaged in the manufacture of stock parts was situated at 185 Spadina avenue, Toronto; the fitting depot engaged in the manufacture of individual appliances, the fitting and issuing of them to patients, was situated at Christie Street Hospital. In January the factory accommodation at 185 Spadina avenue was vacated and the entire manufacturing plant concentrated at the Christie street building. Certain structural changes were necessary at the Christie street building in order to provide suitable accommodation there. By the end of May the rearrangement was complete and the factory at Christie street in working order. The removal involved dismantling, moving, reassembling, and installation of seventy machines, some weighing over a ton and a half; thirteen electric motors and all shafting. The removal was so arranged that there was very little interference with the regular work, and the issuing of appliances to patients was not delayed. The Head Office of the branch remains at 185 Spadina avenue, Toronto.

BRANCH DEPOTS

The situation in the Orthopædic and Surgical Appliances Branch depots in the units throughout the Dominion remains practically unchanged from last year. Their function is to keep in repair, and renew when necessary, the appliances which the men now in their districts originally were provided with before discharge from the Orthopædic Hospital in Toronto, and this they have continued to do. The only noticeable change is a reduced call for new artificial limbs. This is everywhere the experience of the branch. It demonstrates that amputation cases are becoming more and more hardened to the use of artificial limbs, and that "stump" and other concomitant troubles, inevitable in the initial stages, are to a large extent disappearing, so eliminating the necessity for refittings and adjustments at frequent intervals.

STANDARD OF APPLIANCES

In the appliances manufactured during the year no radical changes in the standards previously adopted have been made, although an endeavour is being made by the Experimental Branch to reconstruct the Canada arm. Much attention has been devoted to improvement in details, especially with a view to lessening the weight of appliances in any way consistent with safety and efficiency, and special care has also been given to finish and general workmanship. There has been a marked improvement in artificial legs built for the use of hip-disarticulation cases. Previously, this type of case was problematical and the limb formerly supplied was unsatisfactory, being, as a rule, and with reason, made little use of by the patient. Special attention was given to these cases, and all have now been fitted with the new model, which has proved highly satisfactory and is constantly used by those patients for whom it was designed.

SESSIONAL PAPER No. 14

In order to maintain an up-to-date standard in its production and to take advantage of all developments and improvements in artificial appliances the branch has kept in close touch with the work being done by the British Ministry of Pensions and with the civilian trade, especially by examination of their models and the study of the patent and trade journals. During the year no improved devices or accessories were obtained from these sources. In the spring a number of specimen artificial limbs were forwarded to the branch by the Ministry of Pensions, London, England.

This shipment comprised all the types that are in most favour in Great Britain. All the models were of great interest and, though each was most carefully studied, there was nothing found that should replace the department's own models. Most were seen to be more or less alike in design, and in this respect there was no fundamental difference between them and the models produced here, but it was noticeable that as a rule the appliances manufactured by the Orthopaedic and Surgical Appliances Branch are lighter without loss of efficiency. It is evident that definite progress has been accomplished by the branch in its products, and in gaining more and more the confidence of its patients, from this fact alone, that the proportion of "complaint" cases has greatly decreased. From the first all criticism and complaints have been thoroughly investigated, and nothing was allowed to pass until every possible remedy had been tried. In this way from many cases ideas of value were gained which resulted in advances being made in rendering an appliance more comfortable and competent to serve its wearer; also many suggestions for the improvement of details in standard appliances were derived from this source.

ORTHOPÆDIC BOOTS

The activity of the orthopaedic boot shop has remained unchanged from previous years. A new system was, however, introduced in the manufacture of boots which it is expected will greatly increase the efficiency of the shops. Hitherto, when a production order was received for boots the lasts were built up, or otherwise adjusted to suit the case, and after the job was complete they were stripped and restored to their normal condition for use again. In this way renewals might be found to have slight differences from the original pair, and as the labour cost of adjusting a pair of lasts twice was equal to the cost of a new pair, it was decided that a pair of lasts should be kept for each patient, and once built up and a good fit turned out, the lasts would be kept in that state and filed away for future use in making boots for the one patient only. A man can then have assurance that once well fitted future deliveries will correspond.

DESIGNS AND RESEARCH DIVISION

This year the outstanding feature of the work of this division is the effort being made to utilize hardened rawhide in place of willow wood for the basic material of artificial arms and legs. It has now been demonstrated that this material can be successfully adapted for the making of an artificial arm, and it can be reasonably hoped that it will take the place of willow wood when the manufacturing details are complete. Results equally satisfactory have not as yet been obtained in the attempt to build up an artificial leg, and it is still a matter of doubt as to whether or not hardened rawhide is alone sufficient to form the principal material for the purpose. The same may be said of endeavours to use it for "Synes" and "Chopart" appliances. After the work on the arms is completed the question of the legs will again be considered, there being a sufficient promise of success as justification. This rawhide material has many advantages over willow wood if it can be successfully adapted, chief among which are its lightness but, at the same time, much greater strength and durability, and the smaller cost of production.

12 GEORGE V, A. 1922

As mentioned early in this report, the Canada arm is receiving the attention of the Research Division with a view to turning out a model which will be lighter and less costly to produce, as well as overcoming a present objection which renders it hard on the clothing. The new model will be made to retain the feature of the present design, whereby it serves both as a work and a dress arm. In line with the general plan of the Research Department to reduce, where possible, the weight of appliances, a new ankle joint has been devised, and has proven successful. It is now in general use. This joint also, though lighter, has greater durability. The same may be said of a new ball-bearing knee joint, and although it has not yet reached the stage of being produced in the factory, its appearance will shortly follow. A new elbow joint for rawhide arms, a universal ankle joint, a rotary wrist movement for artificial arm (for double amputation cases), are among the new devices produced during the year. In addition, many individual articles to suit unusual cases have been turned out, each being specially devised: special splints and modifications of work appliances for artificial arms are common in this group. The Research Division has also continued throughout the year to provide and take charge of all drawings, blue prints, etc required for production, and has scrutinized all indents for material from the Purchasing Branch, to ensure that only the most suitable material is ordered.

OPHTHALMIC DIVISION

The work of the Ophthalmic Division has been carried on along exactly the same lines as described in last year's report. The full time of an expert optical mechanic has been required to cope with the work.

Special mention may be made of facial masks, which show improvement even over the excellent results of last year, the framework being neater, and the skilful use of tinted lenses having added considerably to the efficiency of these masks, in the disguising of facial disfigurements. In many cases, owing to severe injuries to the socket, an artificial eye gives a far from normal aspect when fitted, and in several of such cases improved appearance has been effected by the fitting of special spectacles. As an example: an artificial eye is sometimes unavoidably deviated from its proper setting by displacement of bone substance, giving poor results from an aesthetic point of view. Such a deviation has been successfully corrected in some cases by the use of a special prismatic tinted lens, with magnification properties. The prism is set in spectacle frame so as to have the effect of bringing the object observed through the prism into line with the other eye. Thus, although there is no physical adjustment, to the observer, there is a proper alignment of both eyes when the spectacles are worn. In cases where the aperture is smaller than that of the remaining eye, a magnifying lens is used, which has the effect of increasing the size of the aperture and the artificial eye to correspond with the other. The tints when used are employed to camouflage small scars, and to minimize the artificial appearance of the eye. This method of employing lenses objectively to improve the appearance of an artificial eye when abnormalities exist is, as far as known, unique. Only a few cases of this kind have been dealt with,—not more than a dozen, and some of those who constantly wore an eye shield to cover a disfigurement have been enabled to discard the shield altogether.

ACCOUNTING COSTS

The average cost for 1921 of all types of each appliance manufactured by the Orthopædic and Surgical Appliances Branch is as follows:—

Artificial legs.. . . .	\$81 73
Artificial arms.. . . .	97 53
Peg-legs.. . . .	27 55
Orthopædic boots.. . . .	20 48
Minor orthopædic appliances.. . . .	13 39

SESSIONAL PAPER No. 14

The cost in manufacture this year shows in:—

Artificial legs a decrease of..	1.66%
Artificial arms an increase of..	19.19%
Peg-legs an increase of..	14.50%
Orthopædic boots a decrease of..	5.18%
Minor orthopædic appliances an increase of..	11.77%

These figures represent the average cost of all types of each appliance. Artificial legs having a range from \$50 to \$250, and artificial arms from \$40 to \$150.

The average cost of legs has remained practically stationary.

The increase in the average cost of arms is due principally to the smaller output, but also to an improved type of hand which was supplied with dress arms, and which entailed increased cost of 20 per cent to this type.

Peg legs as supplied at the present time are mostly of a more permanent nature than those previously issued. In the past peg-legs were supplied as a temporary appliance to enable a patient to become used to walking during the period of stump shrinkage, but cases of this nature are now uncommon. The peg-leg as made up to-day is as a rule for the use of farmers, many of whom prefer such appliance for working in the open; or for other out-of-door men. Such, of course, are on stronger construction and fitted with as much exactitude as possible. This increase, therefore, is considered small in view of the inclusion of the better type, and also of lesser demands.

Minor Orthopædic Appliances comprise a very large variety, practically every surgical appliance in common use. Taken as a group, such appliances show an increase in cost of 11.77 per cent which, in view of the variety supplied, is not considered a change of note, as the average cost of this group depends entirely on the prescriptions received and fulfilled. There is also little change in the cost of orthopædic boots and the decrease (of 5 per cent), owing to a greater demand, increased efficiency, and drop in cost of leather, would have been greater but for the new system of lasting detailed above. In the course of another year it is expected that every patient will have his own lasts, and the process of building and stripping same will no longer be required, and an economy in the manufacture of orthopædic boots should then become evident.

Ophthalmic Division.—The costs of this division are very satisfactory. Not only has a great saving in the cost of its appliances been effected, but the service given to patients is immeasurably better, indeed, much of the work done not being procurable outside. The cost of an eye to the department before the installation of the Ophthalmic Division was anywhere from \$5 to \$15, the average being \$7.50. On the other hand, the average cost of an artificial eye to the department this year has been \$4.30, which includes all manner of cases. The cost of ordinary spectacles and eye-glasses averages \$4.59, and for special, such as supplied to disfigurement cases, the average cost reads \$8.63.

All the costs mentioned above include labour, material and overhead charges.

During the year the work of costing department at Head Office has been greatly increased owing to the supplying of appliances to other Government departments, to foreign governments, and to Workmen's Compensation Board, as the cost of all appliances supplied have to be singled out and billed to the source from which the authority to supply the appliance was received.

STATISTICS

Number of appliances issued during 1921 and since inception of work:—

DEPARTMENT OF SOLDIERS' CIVIL RE-ESTABLISHMENT ORTHOPEDIC AND SURGICAL APPLIANCES BRANCH
ANNUAL REPORT, 1921

Types of Appliances	Delivered prior to 1921				Delivered during 1921				Total
	Dominion of Canada	Workmen's Compensation Boards of Canada	London, England	United States of America	Dominion of Canada	Workmen's Compensation Boards of Canada	London, England	United States of America	
Legs (all types).....	5,307	2	96	25	789	7	114	18	6,358
Peg Legs.....	1,175	.	2	..	82	5	3	..	1,267
New Sockets (leg).....	2,656	.	.	5	504	.	30	1	2,596
Arms (all types).....	1,962	.	11	1	159	23	15	3	2,165
Arm Parts.....	1,279	116	.	6	..	1,401
Orthopedic Boots.....	13,565	.	61	36	6,822	1	108	11	20,610
Splints (all type).....	3,989	.	14	..	1,034	1	6	..	5,041
Belts (all type).....	1,785	.	13	..	561	.	13	..	2,372
Rubber Goods.....	9,721	3,025	89	29	..	12,775
Miscellaneous MOANS.....	3,057	4	186	32	11,210	.	633	98	15,309
Glasses.....	11,641	.	9	1	2,157	2	8	3	13,822
Art. Eyes.....	1,369	.	1	5	805	.	11	5	2,201
Facial Masks.....	13	3	16
Repairs to all appliances.....	23,797	.	181	22	17,009	10	354	28	41,401
Grand Totals.....	* 80,719	9	583	127	44,267	141	1,330	167	† 127,340

* NOTE.— The figure in the last annual report showing number of appliances of all kinds is used in Canada up to December 31, 1920, which were incorrectly stated to be 75,679, should have read 80,719.

† Of this total 92,693 items have been manufactured by the Department and 34,647 have been purchased.

SESSIONAL PAPER No. 14

ADMINISTRATION BRANCH

(Including Vocational Training)

The Administration Branch of the department was created in June, 1920, to control the following services: Purchasing, Sales, Equipment, Stores, General Transportation, Mechanical Transport, Accommodation, Industries, Laundries, Farms, Unit Central Registries, Pay and Records.

During the year 1921, the following additional responsibilities were placed on this branch:—

AMALGAMATION BOARD OF PENSION COMMISSIONERS AND DEPARTMENT

1. On the amalgamation of the Board of Pension Commissioners with the department, the administration work of that board was transferred to the Administration Branch. In the units the amalgamation presented no difficulties, inasmuch as the two organizations were of a similar character. The medical examiners and medical clerical staff of the board were transferred to the Unit Medical Director of the department and the remainder of the staff of the board to the Unit Director of Administration.

The heaviest work in connection with the amalgamation occurred in combining the files of the two organizations.

The regrouping of the personnel of the department and the board under the same roof, and the fusion of central registries, has resulted in a marked curtailment of expense. Inter-office correspondence has been greatly reduced and the amount of necessary documentation diminished about fifty per cent. Apart from the economies resulting from the amalgamation, the placement of the various services under one direction has effected a co-ordination of effort, which has largely increased the efficiency of the service.

VOCATIONAL TRAINING

2. The work of the Training Branch of the department decreased considerably during the year and it was decided to make this branch a division of the Administration Branch. The granting of vocational loans, the distribution of unemployment relief, and maintaining employment facilities for disabled men, were also transferred to the Training Division.

RETURNED SOLDIERS' INSURANCE

3. With the transfer of the administrative work of the Board of Pensions Commissioners, the Returned Soldiers' Insurance Division became a part of this branch.

RECORDS

4. The staff engaged on the records of vocational training activities was used as the nucleus of the Records Division, to which has been transferred all the record work of the other divisions.

CENTRAL REGISTRY

5. On taking over the Central Registry of the Board of Pension Commissioners the combined registry was passed from the immediate control of the Assistant Deputy Minister to the Administration Branch.

PRESENT ORGANIZATION

The Administration Branch as at present constituted consists of eight divisions, as follows:—

- (1) Training.
- (2) Insurance.
- (3) Pay and Personal Services.
- (4) Records.
- (5) Stores and Equipment.
- (6) Purchasing and Sales.
- (7) Engineering.
- (8) Central Registry.

These divisions naturally resolve themselves into two groups; the first four dealing mainly with personal services to ex-members of the forces, the other four with the general services of the department. The director has two assistants, each of whom is responsible for one of these groups.

UNIT ORGANIZATION

The Dominion is divided into districts as follows:—

	With H.Q.	Sub-office
"A" Unit—Province of Quebec.....	Montreal	Quebec.
"B" Unit—Maritime Provinces.....	Halifax.. .. .	St. John.
"C" Unit—Eastern Ontario.....	Ottawa.. .. .	Kingston.
"D" Unit—Central Ontario.....	Toronto.. .. .	Hamilton. Peterborough.
"F" Unit—Western Ontario.....	London.. .. .	Windsor.
"G" Unit—Manitoba (including Fort William and Pt. Arthur)..	Winnipeg.. .. .	Brandon. Port Arthur.
"H" Unit—Saskatchewan	Regina.. .. .	Saskatoon.
"I" Unit—Alberta	Calgary.. .. .	Edmonton.
"J" Unit—British Columbia.....	Vancouver.. .. .	Victoria.

The administrative accounting and orthopaedic work of the department is controlled in each district by the Unit Director of Administration, the medical services by the Unit Medical Director.

In order to obtain proper direction of the many activities of the branch it was necessary in the early stages of its organization, to centralize the control at Head Office. Every effort has been directed towards placing the administration on a proper business-like basis and to engender in all officers a strong sense of individual responsibility. This policy is producing the results hoped for and the responsibility for the work in the districts will in future be thrown to the fullest extent on the Unit Directors. The inauguration of an efficient audit system in each unit by the Supervisor of Expenditures has helped to a very great extent to make this possible, and the value of the services of the auditor to the Unit Director cannot be over estimated.

The unit organization is modelled on that of Head Office, with heads of divisions responsible to the Unit Director, the only difference being that in the smaller units there are fewer divisions.

SESSIONAL PAPER No. 14

TRAINING DIVISION

During the past year the Training Division has continued the work of demobilization which commenced during 1920. It was necessary to proceed with great care so that the work which still remained would be properly looked after.

The character of the work in connection with the vocational training of ex-members of the forces has also changed considerably during the past year, as men to whom training is now given by the department require more individual attention than formerly. Those eligible for training are drawn from two sources: (1) men who are only just now being discharged from hospital, (2) those who have had a recurrence of their disability unfitting them any longer to continue in their previous occupation. The men who are now being discharged from hospital are difficult to place on account of the long period of hospitalization and the severe character of their disabilities. Present economic conditions add to the difficulties in both cases as it is now extremely hard to find a place or method of training which will give assurance of permanent employment on completion.

It is probable that the number of men applying for training will remain fairly constant for some time, especially if employment conditions do not improve.

The Training Division is divided into three sections:—

- (1) Training and Inspection.
- (2) Employment.
- (3) Vocational Loans.

TRAINING AND INSPECTION SECTION

GENERAL POLICY

There have been no great changes in the general policy as described in previous annual reports, but during the year the schools and training centres operated by the department have, with the exception of three, been discontinued, owing to the students having completed their training, and to the fact that there was not a sufficient number of new students to warrant the expense of operating training classes.

The courses granted during the year have, to a greater extent than ever, been confined to training in industrial establishments.

The number of training cases during the year, dropped off very rapidly, although from the following figures it will be seen that considerable work has been done:—

FOR PERIOD JANUARY 1, 1921, TO DECEMBER 31, 1921

Recommendations..	1,901
Not eligible..	901
Approved..	1,062
Granted not accepted..	57
Commenced..	1,187
Discontinued..	181
Completed..	5,086
Extended..	2,586
Changed..	263
Cases closed..	16,255

The following figures will show the decrease in departmental training classes and instructors over previous years:—

	No. of Schools	No. of Students	No. of Instructors
December 31, 1919	51	6,773	556
December 31, 1920	16	673	92
December 31, 1921	3	14	3

The time limit for accepting applications for training was set at January 31, 1920, for all men discharged prior to November 1, 1919, or three months from the date of

12 GEORGE V, A. 1922

discharge or completion of treatment, for men discharged subsequent to November 1, 1919. It was found, however, that a considerable number of men who did not apply in time had suffered a recurrence of their disabilities, necessitating further hospital treatment.

A considerable number of such men on completion of treatment were unable to carry on with their pre-war or post-war occupations. The department carefully investigated all such cases and where it was found that a genuine effort had been made to carry on but without success owing to a service disability, retraining was granted.

The following figures will show that a large proportion of the men granted training during the year were of this class, known as recurrent cases. To December 31, 1921:—

Applications approved made within three months of discharge from hospital.. . . .	138
Applications approved made within three months of discharge from C.E.F.	61
Applications approved made on account of recurrence of disability..	863
Total number of applications approved.. . . .	1,062

INDUSTRIAL CONDITIONS

As the problem of retraining disabled soldiers for re-establishment purposes is so closely bound up with general industrial conditions, this report would not be complete without mentioning the industrial depression which has existed during the year over the whole of Canada.

It has become exceedingly difficult to place severely disabled men for training, owing to there being so few openings available, which hold out a definite promise of employment.

The department has been called upon to deal with quite a number of cases of men who were discharged disabled during the war, and who were able to carry on satisfactorily when employment was plentiful, but who were unable to keep up with the pace set by the keen competition for available jobs which now exists.

These conditions have affected mostly the disabled men who belong to the class of unskilled general labourers, and on account of lack of education it is difficult to train them for light clerical or semi-clerical work, or for light work requiring a high degree of skill.

Efforts have been made to place such men with industrial concerns on light jobs provided a guarantee of employment could be obtained after they had received a course to make them familiar with the work required of them.

INSPECTION DURING TRAINING

The policy of exercising careful supervision over men while taking training has been continued during the year by visiting inspectors. Further experience has only confirmed the great importance of this phase of the work, to see that the men are receiving proper training, to make regular reports of the man's progress, to investigate complaints, and to recommend extensions or changes when found to be necessary.

Fortunately the department's inspectors are now all men of considerable experience in this work, and their reports have been found very reliable and quite indispensable to the carrying on of the work.

In arranging training for very severely disabled men where it is impossible to foretell whether or not the work will be suitable, the practice has been adopted of placing the man on trial for a period of a month or two.

The training inspector is then required to report very fully as to the suitability of the training selected, stating the attitude of the man, the opinion of the employer, and his own opinion, summing up the case as to the prospects of the man being able to obtain employment, when the training period has been completed. If the prospects of the man being able to carry on satisfactorily appear reasonably good, further training is arranged, if not, the man is given a chance for training in some other class of work.

SESSIONAL PAPER No. 14

PAY AND ALLOWANCES

The rate of pay and allowances during training, as laid down by Order in Council P.C. 2139, which went into effect from September 1, 1920, has been continued during the year.

In some cases where an employer was willing to pay a student a small wage after training for a few months, the department has taken advantage of the provision whereby the wages paid could be supplemented by allowances from the department up to the rates outlined above, thereby extending the course over a longer period than would otherwise be possible. Various causes, however, prevent a general use being made of this provision as in some cases the men do not desire this to be done, in others the employer contends that any money paid by him to the student is a matter between him and the student, and should have no bearing on the allowances from the department.

MINORS

The operation of P.C. No. 2131 with regard to the date of application for training has been enforced more rigidly with regard to minors, than has been the case with disabled men. The reasons being that training for minors was for the purpose of completing an education or apprenticeship interrupted by war service. It was, therefore, felt that any minor who really desired to do so would take advantage of the opportunity at the earliest possible moment after discharge from the Canadian Expeditionary Force.

In the few cases where training was granted to minors during the year, it was only after a very thorough investigation had established a satisfactory reason for the delay.

Number of minors granted training up to December 31, 1921... ..	11,587
Number of minors granted training from January 1, 1921, to December 31, 1921... ..	13
Number of minors in training on December 31, 1920.. ..	620
Number of minors in training on December 31, 1921.. ..	29

TRAINING OF EX-IMPERIALS

Under the reciprocal arrangements entered into with the Imperial Government by which training can be granted in Canada to ex-Imperials who were resident in Canada at the outbreak of the war, at the expense of the Imperial Government, a total of 1,095 were granted training during the year.

STATEMENT SHOWING NUMBER OF IMPERIALS GRANTED TRAINING UP TO
DECEMBER 31, 1921

Ex-Imperials—Residents of Canada on Outbreak of War

Unit	Commenced	Current	Suspended	Discontinued	Completed
A.. ..	104	2	0	20	82
B.. ..	27	1	1	2	23
C.. ..	77	4	1	8	64
D.. ..	464	8	0	50	406
F.. ..	49	2	1	11	35
G.. ..	86	1	1	13	71
H.. ..	17	0	0	2	15
I.. ..	73	1	0	10	62
J.. ..	182	7	2	21	152
K.. ..	16	1	0	2	13
Total.. ..	1,095	27	6	139	923

During the year the Imperial Government set a time limit for receiving applications, viz, September 30, 1921, after which date no further applications can be accepted, except under special circumstances, such as a recurrence of a war disability requiring further hospital treatment.

12 GEORGE V, A. 1922

The Imperial Government allow the department discretionary powers in deciding eligibility, but doubtful cases are referred to the British Ministry of Labour for a decision through the overseas representative of the department.

No applications were approved during the year from former members of the Imperial forces, who were not resident in Canada at the outbreak of war, as, after the matter had been taken up with the British Government, it was decided by them that they would not be responsible for the expenses of training such men.

RETRAINING OF EX-MEMBERS OF THE CANADIAN EXPEDITIONARY FORCE IN ENGLAND

The arrangements made for the training of these men in 1920 were continued during the year, under the supervision of the overseas representative of the department, London, England.

The total number of courses commenced to Dec. 31, 1921, is 158 while 115 have completed courses, and 39 are still receiving training, two being suspended and four discontinued.

TRAINING IN GOVERNMENT DEPARTMENTS

Early in the year arrangements were entered into with the Civil Service Commission whereby the department could place disabled men for training for vacancies in Federal Government departments.

All the departments were circularized regarding this arrangement by the Civil Service Commission with a view to finding out a list of positions in which vocational students could be trained to advantage and also any openings available.

The results achieved have not come up to expectations, due principally to the very few vacancies occurring for which men could be trained to advantage.

The following shows the departments in which men were placed and the results obtained:—

Trade and Commerce Department—

Number of men placed for training.. . . .	13
“ “ “ who completed.. . . .	8
“ “ “ withdrawn.. . . .	4
“ “ “ still training.. . . .	1
“ “ “ absorbed on completion.. . . .	8

Of the four men shown above as having been withdrawn, two were unsatisfactory. The remaining two could not be assured of permanent absorption.

Public Works Department—

Number of men placed for training.. . . .	1
“ “ “ who completed.. . . .	1

Owing to the necessary reduction in staff, the man placed with the Public Works Department was not absorbed.

Air Board—

Number of men placed for training.. . . .	6
“ “ “ who completed.. . . .	2
“ “ “ withdrawn.. . . .	4
“ “ “ still training.. . . .	0
“ “ “ absorbed on completion.. . . .	2

Men withdrawn as absorption was not assured.

Health Department—

Number of men placed for training.. . . .	4
“ “ “ who completed.. . . .	2
“ “ “ withdrawn.. . . .	2
“ “ “ still training.. . . .	0
“ “ “ absorbed on completion.. . . .	2

Men withdrawn as permanent absorption was not assured.

SESSIONAL PAPER No. 14

Agricultural Department—

Number of men placed for training.. . . .	2
“ “ “ who completed.. . . .	1
“ “ “ withdrawn.. . . .	1
“ “ “ still training.. . . .	0
“ “ “ absorbed.. . . .	1

Man shown as withdrawn discontinued his training for personal reasons.

Customs and Excise Department—

Number of men placed for training.. . . .	1
“ “ “ who completed.. . . .	0
“ “ “ withdrawn.. . . .	0
“ “ “ still training.. . . .	1
“ “ “ absorbed.. . . .	0

Post Office Department—

	Toronto	Montreal	Hamilton	Vancouver
Number of men placed for training.. . .	12	12	5	6
“ “ “ who completed.. . . .	9	7	4	0
“ “ “ withdrawn.. . . .	3	5	1	3
“ “ “ still training.. . . .	0	0	0	3
“ “ “ absorbed.. . . .	7	7	3	0

Toronto.—Of the nine men shown as completing, two accepted other employment.
Hamilton.—Of the four men shown as completing, one accepted other employment.
Montreal.—Five men shown as withdrawn were unsatisfactory.
Vancouver.—Three men withdrawn were unsatisfactory.

Totals—

Number of men placed for training.. . . .	62
Number of men who completed.. . . .	34
Number of men withdrawn.. . . .	23
Number of men still training.. . . .	5
Number of men absorbed.. . . .	30

GENERAL STATISTICS

The enrolments during 1921 were as follows:—

Month	New Students	Total in Training
January.. . . .	164	4,027
February.. . . .	131	3,489
March.. . . .	180	2,990
April.. . . .	129	2,597
May.. . . .	69	2,156
June.. . . .	55	1,804
July.. . . .	52	1,516
August.. . . .	53	1,240
September.. . . .	86	988
October.. . . .	55	814
November.. . . .	63	714
December.. . . .	49	634

DISTRIBUTION OF MEN IN TRAINING

December 31, 1921—634 men—Department schools	14 or 2.20%
Outside schools.. . . .	166 or 26.18%
Industries.. . . .	454 or 71.62%

A comparison with previous years shows that the use of outside schools has remained fairly constant, but that the training in industries has replaced training in department schools:—

December 31, 1919—22,437 men—Department schools	6,733 or 30.10%
Outside schools	5,553 or 24.75%
Industries.. . . .	10,151 or 45.24%
December 31, 1920— 4,714 men—Department schools	673 or 14.28%
Outside schools	1,208 or 25.62%
Industries.. . . .	2,833 or 60.10%

Average length of course 1919.. . . .	6.78 months
Average length of course 1920.. . . .	7.92 months
Average length of course 1921.. . . .	9.00 months

12 GEORGE V, A. 1922

	Number of graduates for year ending December 31, 1921.	Grand total to date.
.....	264	12,552 — 30·0%
.....	1,378	8,350 — 19·9%
.....	3,444	21,010 — 50·1%
	5,086	41,912

TYPE OF TRAINING

The number of occupations in which the department has trained men is 421 divided into five main groups. The number of men who have been trained in each group is as follows:—

Courses under Groups.	Students.	Per cent.	Total students.	Total per cent.
A. Corrective training.....	59		59	0·141
B. Trade and industrial training.....			23,766	56·705
1. Building trades.....	1,701	4·059		
2. Electric trades.....	2,793	6·664		
3. Mechanical trades.....	7,112	16·967		
4. Metal trades.....	1,119	2·670		
5. Garment and leather.....	3,635	8·673		
6. Manufacturing various.....	653	1·558		
7. Crafts.....	759	1·811		
8. Woodworking and finishing.....	1,564	3·732		
9. Food preparations.....	458	1·093		
10. Textile work.....	153	0·365		
11. Assembling and repair work.....	886	2·114		
12. Miscellaneous.....	1,783	4·255		
13. Printing trades.....	518	1·236		
14. Commercial art.....	632	1·508		
C. Business and commercial training.....			12,310	29·371
1. Administrative positions.....	1,860	4·438		
2. Subordinate positions.....	8,711	20·783		
3. Commercial facilities.....	1,739	4·150		
D. Agricultural training.....			2,636	6·289
1. General farming.....	913	2·179		
2. Farm crop and gardening.....	536	1·279		
3. Animal husbandry.....	1,008	2·405		
4. Forestry.....	175	0·417		
5. Fisheries.....	4	0·009		
E. Professional.....			3,141	7·494
1. Engineering.....	1,129	2·694		
2. Medical.....	762	1·818		
3. Artistic.....	456	1·088		
4. Other professions.....	794	1·894		
	41,912	100%	41,912	100%

The total number of men who commenced training was 51,708; these are accounted for as follows:—

Graduates.....	41,912
Discontinued.....	9,162
Current.....	634
Total.....	51,708

SESSIONAL PAPER No. 14

Discontinued Courses.—Particulars of the reasons given for discontinuance of training are as follows:—

1. Voluntary.. .. .	2,670—To take a position
	186—Died
	773—Sick
	710—Gone abroad
	128—Training allowance insufficient
	93—Domestic reasons
	50—To go harvesting
	250—To take up farming
	19—To study elsewhere
	323—No information
	94—Re-enlisted
	101—P.C. 2328 cases
	5,397—59 per cent

Cancelled—

Non attendance or misconduct.. .. .	2,160
Lack of interest.. .. .	1,484
Misrepresentation Federal Emergency Fund.. .. .	121
	3,765—41 per cent

When a graduate has accepted or been placed in employment—his case is closed and no further effort is made to keep in touch with him. He is advised, however, that the department is always ready to assist him to obtain employment should he later become unemployed. The following statistics relate only to men whose cases have been closed, of which there are 40,152:—

PRE-WAR EDUCATION

		Per cent
Public school.. .. .	33,673	83.9
High school.. .. .	5,307	13.2
University.. .. .	617	1.5
Business college.. .. .	555	1.4
Total.. .. .	40,152	100.00

SOCIAL CONDITION

		Per cent
Single.. .. .	21,710	54.1
Married.. .. .	18,046	44.9
Widower.. .. .	396	1.0
Total.. .. .	40,152	100.00

OVERSEAS FORCE

		Per cent
Canadian.. .. .	39,171	97.5
Newfoundland.. .. .	27	0.1
Imperial.. .. .	947	2.4
Other Colonial Forces.. .. .	1
Allied countries.. .. .	6
Total.. .. .	40,152	100.00

12 GEORGE V, A. 1922

The table given below shows age of men at time they commenced training, not at enlistment:—

Age 18 and under.. . . .	1,200	Age 39.. . . .	757
19.. . . .	2,340	40.. . . .	717
20.. . . .	3,726	41.. . . .	537
21.. . . .	3,656	42.. . . .	617
22.. . . .	2,530	43.. . . .	591
23.. . . .	2,065	44.. . . .	453
24.. . . .	1,846	45.. . . .	454
25.. . . .	1,722	46.. . . .	418
26.. . . .	1,624	47.. . . .	405
27.. . . .	1,493	48.. . . .	375
28.. . . .	1,323	49.. . . .	291
29.. . . .	1,384	50.. . . .	256
30.. . . .	1,214	51.. . . .	167
31.. . . .	1,046	52.. . . .	151
32.. . . .	1,074	53.. . . .	106
33.. . . .	985	54.. . . .	72
34.. . . .	950	55 and over.. . . .	252
35.. . . .	964		
36.. . . .	847	Total	40,152
37.. . . .	784		
38.. . . .	760	Average age.. . . .	28.9

CHILDREN

Number of men with 1 child.. . . .	5,013
“ “ 2 children.. . . .	3,114
“ “ 3 “	2,147
“ “ 4 “	1,151
“ “ 5 “	662
“ “ 6 “	300
“ “ 7 “	122
“ “ 8 “	33
“ “ 9 “	22
Number of men without children.. . . .	27,588
Total.. . . .	40,152
Dependent children.. . . .	28,712

..DEPENDENTS OTHER THAN CHILDREN

Number of men with 1 dependent.. . . .	2,738
“ “ 2 dependents.. . . .	361
“ “ 3 “	84
“ “ 4 “	33
“ “ 5 “	15
“ “ 6 “	9
“ “ 7 “	5
“ “ 8 “	1
“ “ 9 “	2
Dependent wives.. . . .	18,046
Dependents other than children.. . . .	22,080
Grand total dependents.. . . .	50,792

METHOD OF TRAINING

		Per cent
Inside school only.. . . .	11,249	28.0
Outside school only.. . . .	5,642	14.1
Industry only.. . . .	15,291	38.0
Inside school and industry.. . . .	4,879	12.2
Outside school and industry.. . . .	851	2.1
Inside school and outside school.. . . .	415	1.0
University only.. . . .	1,607	4.0
Correspondence school only.. . . .	186	0.5
Night classes only.. . . .	32	0.1
Total.. . . .	40,152	100.00

LENGTH OF COURSE

Average length of course, 7.6 months.

England..	9
United States of America..	64
Other countries..	14
Canada..	40,065
	<hr/>
Total..	40,152

Five thousand one hundred and ninety-two men, or nearly 13 per cent, changed their course after commencing, the following table gives the reason:—

With 23,054 men, or approximately 57 per cent, the length of course was extended beyond the original time set for the following reasons:—

		Per cent
Allotted time not sufficient..	5,102	22.1
To cover time lost during illness..	1,978	8.6
Automatic up to 8 months C.L. 261..	12,973	56.3
To cover leave..	2,319	10.1
To qualify for better position..	306	1.3
Further time required due to disability..	112	0.5
Change of course..	103	0.4
Inefficient training..	161	0.7
Total cases granted extensions..	23,054	100.00
No extensions..	17,098	
Total..	40,152	

12 GEORGE V, A. 1922

Courses suspended for various reasons as follows which have since been completed:—

		Per cent
Illness.. . . .	72	2.2
To try out a position.. . . .	215	4.1
To attend to personal matters.. . . .	—	3.0
Functional training in use of artificial limbs .	20	0.4
Granted leave.. . . .	703	13.2
Men	10	0.2
Schools closed.. . . .	232	4.1
Total cases granted suspensions.. . . .	5,304	100.00
No suspensions.. . . .	24,848	—
Total.. . . .	30,152	—

FINAL DISPOSITION ACCORDING TO TYPE OF INSTITUTION FROM WHICH GRADUATED

Inside Schools—

Inside Schools—		Per cent
Employed as trained.. . . .	5,749	48.8
Employed otherwise.. . . .	3,342	28.4
Not deserving further consideration.. . . .	107	0.9
Absorbed by firms.. . . .	49	0.4
Unable to trace and employed as trained.. . . .	597	5.0
In business for self.. . . .	1,299	11.0
Gone abroad.. . . .	366	3.1
Sick.. . . .	233	2.0
Deceased.. . . .	46	0.4
Total.. . . .	11,788	100.00

Outside Schools—

Employed as trained.. . . .	5,227	66.8
Employed otherwise.. . . .	1,455	18.6
Not deserving further consideration.. . . .	23	0.3
Men absorbed by firms.. . . .	68	0.9
Unable to trace—presumed employed.. . . .	343	4.4
In business for self.. . . .	461	5.9
Gone abroad.. . . .	131	1.7
Sick.. . . .	96	1.2
Deceased.. . . .	20	0.2
Total.. . . .	7,824	100.00

Industries—

Industries—		Per cent
Employed as trained.. . . .	6,071	29.6
Employed otherwise.. . . .	4,948	24.1
Not deserving further consideration	74	0.4
Men absorbed by firms.. . . .	6,221	30.3
Unable to trace—presumed employed.. . . .	479	2.3
In business for self.. . . .	1,853	9.0
Gone abroad.. . . .	453	2.2
Sick.. . . .	399	1.9
Deceased.. . . .	42	0.2
Total.. . . .	20,540	100.00

Final Disposition, Totalled—

Final Disposition, Totalled—		Per cent
Employed as trained.. . . .	26,353	65.6
Employed otherwise.. . . .	10,387	25.9
Total employed.. . . .	36,740	91.5
Presumed employed.. . . .	1,419	3.5
Gone abroad.. . . .	950	2.4
Not a success.. . . .	207	0.5
Sick.. . . .	728	1.8
Deceased.. . . .	108	0.3
Total.. . . .	40,152	100.00

SESSIONAL PAPER No. 14

STATEMENT SHOWING THE NUMBER OF GRADUATES TRAINED IN EACH OF VARIOUS OCCUPATIONS COMPARED WITH THE NUMBER OF SUCH GRADUATES IN THOSE OCCUPATIONS PRIOR TO ENLISTMENT—31-8-21.

Occupations— Pre-War and as Trained	Pre-War	Trained	Grand Total	
			Pre-War	Trained
CORRECTIVE TRAINING	0	36	0	36
TRADE AND INDUSTRIAL—				
Building trades.....	4,306	1,115		
Electrical trades.....	774	2,673		
Mechanical trades.....	2,140	6,367		
Metal trades.....	1,773	932		
Garment and leather trades.....	584	3,317		
Manufacturing pursuits.....	243	370		
Crafts.....	177	694		
Wood finishing and woodworking.....	305	1,659		
Food preparations.....	882	413		
Textile work.....	314	145		
Repair work.....	95	791		
Miscellaneous trades and occupations.....	10,452	3,591		
			22,045	22,067
BUSINESS—				
Administrative positions.....	996	1,737		
Subordinate positions.....	8,624	7,890		
Commercial facilities.....	155	1,651		
			9,775	11,278
AGRICULTURAL—				
General farming.....	4,975	839		
Farm crop and gardening.....	1	441		
Farm animal courses.....	214	918		
Forestry.....	411	162		
Fisheries.....	122	2		
			5,723	2,362
PROFESSIONAL—				
Engineering.....	697	1,036		
Medical.....	175	720		
Artistic and design.....	175	543		
Other professional courses.....	231	779		
			1,278	3,078
Grand total.			38,821	38,821

12 GEORGE V, A. 1922

TRAINING AND CARE OF THE BLIND

The department's policy for the training and after-care of those ex-members of the Canadian Expeditionary Force who suffered blindness, or defective vision, was set forth fully in the report for the year 1920. This policy is still being followed.

It will be noted from the figures given at the end of this statement that there are only ten men in training at the present time, with one pending training. It is anticipated, according to present estimates, that by the early summer of 1922, unless other cases present themselves, training will have practically come to an end.

During the past year the superintendent of Pearson Hall, Toronto, visited each man who had been trained and settled down in various parts of the country. This was for the purpose of ascertaining how the men were progressing and whether they had any complaints or difficulties that could be adjusted. It was found that, with very few exceptions, the men were all doing well and it was possible to straighten out matters which were causing them anxiety.

A great deal of initiative had been shown in many of the cases visited. One man, employed as a stenographer in the Government, drawing the same salary as would a sighted person in that position, was, during his spare time, working at joinery and turning out first-class articles. Another man, who was farming with his brother and getting satisfactory crops, was doing all the chores on the farm—he had been investing his savings in cattle.

Practically all those men who have been set up in business for themselves through this department have achieved a degree of success highly gratifying. This is in spite of the bad business conditions prevailing. As a matter of fact of the sixteen cases on record, only four have failed to make good, one of whom had to discontinue on account of bad health. It is hoped that he may be able to make a fresh start in the spring. These businesses are for the most part newspaper and tobacco stores. One man is running a barber's shop in conjunction therewith, employing a returned soldier as barber. One man is carrying on a very successful trade in eggs and prize birds.

As regards the twenty-one men trained as masseurs: One has decided to remain in England, where he is making a distinct success. Twenty are in Canada, fifteen of whom are employed under the Soldiers' Civil Re-establishment in its various hospitals, and have in addition private patients. One is employed as massage instructor by the Canadian National Institute for the Blind, and has a very large private clientele. Three men have private practices and work in institutions and hospitals not under the jurisdiction of this department. One man after working at his profession for a short time decided to discontinue and took up fruit farming. He is very contented with his venture and having a fair success.

Regarding the twenty men who live at their homes and carry on at the various forms of basketry and reed and rattan work at which they have been trained—they are all contented and making a fair wage. It should be stated that they are receiving assistance through the After-Care Department of the Canadian National Institution, at the expense of this department, inasmuch as they can obtain raw material at cost price through the Canadian National Institution for the Blind. Their manufactured products are sold for them by the institute at a fair profit, the overhead cost of such sales being borne by the institute.

Twenty-eight of the men trained were found to be not working—that is, though many of them were working round their homes, the occupations in which they were engaged did not improve them financially. These men were in receipt of pension. Some of them were unemployed on account of labour conditions, others by reason of bad health, either temporary, or otherwise. One who had purchased a small farm had rented it, and was living elsewhere.

A number of the men had bought their own homes, or had built them, and some were making plans for the future in this regard. One in particular had had his home built for him by a group of vocational students. He had made for himself an

SESSIONAL PAPER No. 14

excellent chicken-house, and kept about seventy chickens. He intends to go in extensively for poultry. It should be mentioned here that when a man is trained in poultry farming, he is also taught rough carpentry, sufficient to enable him to erect for himself colony houses, trap-nests, etc.

Through the instrumentality of Captain E. A. Baker, M.C., adviser in matters pertaining to the blind of this department, an association was formed for the protection of masseurs throughout Canada, to which association the blinded soldier masseurs belong. This association was incorporated by federal charter in March, 1920, under the name of the "Canadian Association of Massage and Remedial Gymnastics." This was done with a view to bettering the status of masseurs, and of bringing them into closer touch with the medical profession. The members of this association pledge themselves to accept patients only on a doctor's prescription, thus placing their work on a professional basis.

The files dealing with those Canadians who are reported to be suffering from blindness, or defective vision, discharged from the Canadian army and awarded pension on account of such disability are, at the present time, being reviewed. One hundred and ninety-seven have come before the department for training from a blind standpoint. Of these 160 have been fully trained, and one is pending such training, while ten are in the process of being trained. The remaining twenty-six cases have been investigated and it has been found that ten are either physically or mentally unable to take training, while sixteen are unwilling, or will make no definite decision in the matter.

Of the cases which have been trained, are now under training, or have been investigated, classification is made as follows:—

Loss of both eyes.. . . .	52
Loss of right eye.. . . .	39
Loss of left eye.. . . .	29
Other visual disorders.. . . .	77
Total.. . . .	<u>197</u>

Of this number 135 are totally blind, or possess at most a perception of light only.

Of the twenty-six cases either unable or unwilling to take training, seven have lost the sight of both eyes, one that of the right, two of the left, while sixteen are suffering from other visual disorders. Thirteen of the total number are either totally blind, or possess at most a perception of light.

There is only one man pending training. He is 100 per cent disabled on account of a visual disorder.

Of the ten men who are in training at the present time, one is at St. Dustan's, and nine are in Canada; classification is made as follows:—

Loss of both eyes.. . . .	1
Loss of right eye.. . . .	1
Loss of left eye.. . . .	1
Other visual disorders.. . . .	7
Total.. . . .	<u>10</u>

Of these six are totally blind.

The above-mentioned are undergoing training as follows:—

Massage.. . . .	3
Rattan and reed work.. . . .	1
Green house work.. . . .	1
Preliminary training for blind.. . . .	5
Total.. . . .	<u>10</u>

12 GEORGE V, A. 1922

One hundred and fifteen men who are totally blind or possess at most a perception of light only have been trained and settled down as follows:—

Boot repairing and matmaking.. . . .	3
Broommaking.. . . .	1
Book agent.. . . .	1
Business for themselves.. . . .	9
Employed business firms.. . . .	3
Employed with C.N.I.B.. . . .	5
Farming.. . . .	8
General secretary.. . . .	1
Joinery.. . . .	2
Massage.. . . .	17
Matmaking and netting.. . . .	1
Piano tuning.. . . .	1
Poultry farming, netting, etc.. . . .	15
Reed articles, rattan work, netting, etc.. . . .	14
Returned to former occupation.. . . .	5
Stenographer with business firms.. . . .	1
Stenographer with Government.. . . .	4
Translating and teaching French.. . . .	1
Unable, unwilling or waiting for work.. . . .	18
Deceased.. . . .	5
Total.. . . .	<u>115</u>

Forty-five men who are partially blind have been trained and settled down as follows:—

Boot repairing and matmaking.. . . .	1
Broommaking.. . . .	1
Business for themselves.. . . .	4
Commercial salesman.. . . .	1
Employed business firms.. . . .	6
Farming.. . . .	2
Insurance.. . . .	1
Instructor with C.N.I.B.. . . .	1
Massage.. . . .	3
Matmaking and netting.. . . .	1
Piano tuning.. . . .	3
Poultry farming, netting, etc.. . . .	3
Reed articles, rattan work, netting, etc.. . . .	6
Stenographer with business firms.. . . .	1
Unable, unwilling or waiting for work.. . . .	10
Deceased.. . . .	1
Total.. . . .	<u>45</u>

Of the above 160 cases, twenty-eight have settled in England and are being looked after by the St. Dunstan's After-Care Department. Three have gone to live in the United States, and one has returned to Belgium (where he has opened a small store), leaving 128 resident in Canada.

SESSIONAL PAPER No. 14

VOCATIONAL LOANS SECTION

1. *Organization.*—Owing to the decrease in the number of applications received, it was possible to effect a considerable reduction in the organization built up during 1920.

The loans officers of the various units carried on in the same manner, being responsible through the Unit Director of Administration to the Chief of the Training Division, Head Office, for the investigation and submission to Head Office for approval of new applications, the inspection of men granted loans, and the collection of promissory notes as they become due.

2. *General Policy.*—No changes were made in the general policy outlined in the annual report for 1920, but trade conditions rendered it more necessary than ever to thoroughly investigate each application to see that where a man intended using the tools and equipment for the purpose of operating a small one-man business that he had the necessary means to tide his business over the initial organization period.

3. *Applications received and dealt with during the year 1921, at Head Office—*

	1920	1921	Total
Applications received.. . . .	1,940	429	2,369
Applications approved.. . . .	1,504	297	1,801
Applications not approved .. .	354	143	497
Applications deferred.. . . .	2	0	0
Applications cancelled.. . . .	55	8	63
Applications under investigation..	25	8	8
Amount approved	\$545,004 76	\$ 95,390 73	\$640,395 49
Amount outstanding.. . . .	480,668 61	391,011 26	391,011 26

A large number of applications were dealt with and not recommended by the unit loan officers, owing to the applications for the loans not being within the limits of the provisions of the Order in Council or because the possibilities for success appeared very doubtful.

4. *Service Inspection and Follow Up.*—The policy of having men who received loans visited at more or less regular intervals by inspectors from the department was continued, and as it was found necessary in a great many cases to put the repayments on a monthly basis, the inspector was able in such cases to make a small collection on account of a promissory note due.

The value of having an inspector in close touch with the progress of the man's business was demonstrated on many occasions, as in cases where an extension of time was requested on due notes, the inspector was able to inform the department whether the man's claim for an extension on account of business conditions was genuine.

The inspectors were also able to render valuable assistance to the loanees by giving them advice on the conduct of their business and to assist them in keeping their accounts and in some cases to obtain business for them.

After each inspection, a report is submitted to Head Office, outlining the general condition of the man's business, the condition and approximate value of the mortgaged equipment, the amount of insurance carried, and the approximate monthly earnings and expenditures. These reports are carefully checked in Head Office.

5. *Legal Matters.*—The policy of obtaining promissory notes, chattel mortgages, mortgages, or agreements according to the various provincial statutes has been continued.

In Ontario an amendment was obtained to the provincial statute, whereby the necessity for the renewal of chattel mortgages is obviated when the Crown is the mortgagee.

12 GEORGE V, A. 1922

6. *Discontinued Loans.*—The prevailing adverse business conditions have caused a rather large number of failures during the year, which necessitated the department repossessing the mortgaged equipment for disposal purposes.

It is not considered, however, that the proportion of failures was any greater amongst men who received loans from the department than the proportion of failures amongst small businesses generally, as Dun's and Bradstreet's figures show the monthly failures during 1921 to be two and sometimes three times as heavy as compared with previous years.

The following statement shows an analysis of the reasons for the failures:—

ANALYSIS OF THE REASONS FOR FAILURES OF DISCONTINUED LOANS FOR YEAR
ENDING DECEMBER 31, 1921

1. Business depression.. . . .	128
2. Physical unfitness (recurrence of disability).. . . .	44
3. Inattention to business.. . . .	44
4. Lack of business acumen.. . . .	19
5. Partnership disagreement.. . . .	18
6. Domestic trouble.. . . .	6
7. Unlawful disposal of equipment.. . . .	9
8. Deaths.. . . .	3
9. Equipment, partially destroyed by fire.. . . .	6
10. Disappearance of loanee.. . . .	27
11. Unable to obtain a suitable business location.. . . .	17
12. Equipment stolen.. . . .	2
	<hr/> 323 <hr/>

7. *Collections.*—The following table shows by units the amounts due to December 31, 1921, the amounts paid and renewed:—

COLLECTION OF PROMISSORY NOTES UP TO DECEMBER 31, 1921.

Unit	Amount due.	Amount paid.	Per cent.	Amount renewed.	Per cent.
"A".....	3,030 36	2,318 13	76	712 23	24
"B".....	5,455 97	3,672 29	67	1,783 68	33
"C".....	6,366 86	4,291 75	64	2,075 11	36
"D".....	36,898 02	33,502 25	91	3,395 77	9
"E".....	7,129 00	5,618 35	78	1,510 65	22
"G".....	8,499 77	6,436 72	76	2,063 05	24
"H".....	5,466 08	3,857 05	76	1,609 03	24
"I".....	11,830 75	8,411 82	71	3,418 93	29
"J".....	18,571 93	13,710 25	75	4,861 68	25
"K".....	3,790 37	2,742 16	72	1,048 21	28
Total of all units	107,039 11	84,560 77	79	22,478 34	21

Adverse business conditions necessitated the renewal and extension of a considerable number of due notes. It was felt, however, that, provided a man was making a genuine effort to run his business successfully and was making a living for himself and his family, there was nothing to be gained by enforcing payment of the due note, as it would only result in the man joining the ranks of the unemployed.

In the majority of such cases repayment was arranged on a small monthly basis, but in a few cases of badly disabled men who were very much handicapped, even this was not possible, as the income from the business was only sufficient to provide the necessities of life.

A generous policy was followed in such cases in the hope that improved business conditions would enable such loanees to commence repayments.

SESSIONAL PAPER No. 14

8. *Loans Fully Repaid.*—The following table shows by units the total number and amount of loans which have been fully repaid:—

Unit.	Repaid up to and including Dec. 31, 1920		Repaid from Jan. 1, 1921 to Dec. 31, 1921.		Total repaid to Dec. 31, 1921.	
	No.	Amount.	No.	Amount.	No.	Amount.
		\$ cts.		\$ cts.		\$ cts.
"A"	1	126 00	1	154 25	2	280 25
"B"	2	418 00	6	783 50	8	1,201 50
"C"			6	860 71	6	860 71
"D"	7	2,536 00	32	7,912 54	39	10,448 54
"E"			7	1,684 65	7	1,684 65
"F"			8	1,894 54	8	1,894 54
"G"			1	486 25	1	486 25
"H"			4	2,000 00	5	2,400 00
"I"	1	400 00	18	4,883 36	24	7,032 81
"J"	6	2,149 45	5	922 45	7	1,450 00
"K"	2	527 55				
Total	19	6,157 00	88	21,582 25	107	27,739 25

TOTAL NUMBER OF LOANS BY TRADES AS AT DECEMBER 31, 1921.

Trades.	No. of loans granted.	No. of loans discontinued.	No. of loans repaid.	No. of loans active.
Auto mechanics	78	20	2	56
Arts and designing	2			2
Apiarist	2			2
Assaying and mining	3			3
Auto painting	3			3
Auto top repairs	2			2
Barbering	88	22	11	55
Battery service	51	9	1	41
Baking	4			4
Butchering	8	1	1	6
Bicycle repairs	2			2
Brokerage	2	1	1	
Boat building	3			3
Cabinet making	29	5	6	18
Carpentering	15	2	3	10
Confectionery	11	5		6
Commercial work	11	3	1	7
Cleaning and pressing	18	4	1	13
Postmasters	3		1	2
Contracting	25		3	22
Carriage repairing	1			1
Commercial Art	1			1
Dentistry	17	4		13
Draughting	7			7
Decorating	2	1	1	
Dyeing and cleaning	1	1		
Dairying	1			1
Electrician	23	4	1	18
Electric plating	1			1
Electric welding	1			1
Engineering	2	1		1
Fishmonger	2		1	1
Fishing	3		1	2
Farming (poultry)	19	2	3	14
Farming (small)	18	2	3	13
General repair work	10	3	1	6
Gardening	23	2	1	20
Harness making	6		1	5
Hat making	4	2		2
Hair dressing	1			1
Law	37	1	1	35
Laundry	1			1
Lock smithing	1	1		
Machinist	8	3	1	4
Manufacturing	5	1		4

12 GEORGE V, A. 1922

TOTAL NUMBER OF LOANS BY TRADES AS AT DECEMBER 31, 1921—*Concluded.*

Trades.	No. of loans granted.	No. of loans dis- continued.	No. of loans repaid.	No. of loans active.
Machine repair...	6	1	1	4
Medicine...	5			5
Motor-repairs...	5	1		4
Musical instruments...	10		1	9
Motor-cycle repairing...	1			1
Optometry...	28	5	1	22
Oxy-acetylene welding...	16	2		14
Photography...	10	3	2	25
Plumbing...	9	1	1	7
Pharmacy...	7			7
Picture framing...	2			2
Printing...	16	2	1	13
Piano tuning.....	6	2		4
Reed and rattan work...	4			4
Restaurantier.....	3	1		2
Rodentarian...	2	1	1	
Shoe repairing...	171	91	16	367
Show card writing.....	24	5	4	15
Sign painting.....	7	1	1	5
Salesmanship.....	46	15	8	23
Store keeping.....	30	8	5	17
Saw filing...	2			2
Taxi service.....	31	18	3	10
Transfer.....	66	19	2	45
Tailoring.....	22	12	2	8
Tinsmithing...	3			3
Typewriter repairing.....	1			4
Telegraphy.....	3	1	1	1
Undertaking.....	2		1	1
Upholstering...	12	1		11
Vulcanizing.....	126	25	7	94
Veterinary surgeon.....	1			1
Watch and clock repairing.....	30	3	2	25
Wood-working.....	16	5	1	10
Totals.....	1,604	323	107	1,174
Educational loans.				
Agriculture...	1			1
Dentistry...	5			5
Engineering.....	4			4
Law.....	8			8
Medicine...	8			8
Ministry...	1			1
Pharmacy...	4			4
Grand totals.....	1,635	323	107	1,205

Class "B" Educational Loans.—Very few applications were dealt with under this heading as the majority of the men eligible for this assistance took advantage of it during the year 1920.

"B" LOAN APPLICATIONS DEALT WITH DURING 1921

Applications received...	3
Applications approved...	1
Applications not approved...	1
Applications cancelled...	1

The are 31 current "B" Loans at the present time on which payments are being made. None have been fully repaid.

BALANCE SHEET—LOANS TO DECEMBER 31, 1921.

Date.	Dr.	—	Date.	Cr.
Dec. 31, 1921.....	Total amount of loans approved...	\$640,395 49	Dec. 31, 1921	<i>Cash Repayments—</i> Loans fully repaid..... \$27,739 25 Collection on P. Notes 80,299 35 \$108,038 60
	Increases in amount approved	11,274 47		<i>Uncalled Loans—</i> Amount of loans cancelled..... 54,705 67 Decreases in amt. app'd..... 17,267 25 71,972 92
				<i>Discontinued Loans—</i> Amount discontinued 117,851 05 Equipment awaiting disposal . Appraised value 14,678 80 Not appraised..... 11,498 83 Estimated loss..... 11,025 24 37,203 87
				Amount realized sale of equipment 80,647 18 80,647 18
				<i>Amount Loans still out-standing—</i> On current loans 353,807 39 On discontinued loans 37,203 87 *391,011 26
		\$651,669 96		\$651,669 96

* Amount shown as per balance sheet is \$397,390.70 or \$3,379.44 in excess of this amount. This difference represents value of equipment in process of transfer to other Government Departments.

COMPARATIVE STATEMENT.
Showing Relationship Between Service Disabilities and Vocational Training

Disabilities.	Total.	Corrective Training	Trade and Industrial										Business and Commercial					Agricultural					Professional																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
			Building Trades	Electrical Trades	Mechanical Trades	Metal Trades	Carpenter and Joiner Work	Manufacturing Purposes	Crafts	Woodworking and Woodturning Trades	Food Products	Tobacco Work	Textile Work	Paper Work	Printing and Bookbinding	Advertising and Publicity	Insurance	Transportation	Finance and Banking	Real Estate	General Office	Domestic Service	Hotel and Restaurant	Public Health	Education	Law	Medicine	Engineering	Architecture	Art	Music	Theater	Other																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
Grand Total.....	49,152	41	1,149	2,754	6,485	971	1,161	188	721	1,730	149	151	907	1,619	1,928	8,176	1,600	845	167	967	170	1,035	727	511	789																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		

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EMPLOYMENT SECTION

The Employment Section of the Training Division is carrying on the work of the After-Care and Employment Division of the Vocational Branch, and the Handicap Section of the Information and Service Branch.

This work has been carried on under great difficulties owing to lack of openings, and as it was impossible to find employment for all the disabled men who applied to the department to help them, a measure of relief has been carried on during the entire year.

In each unit there is an experienced employment officer with a staff of employment scouts and placement officers who are in close touch with all employers of labour in their own districts and they are constantly on the lookout for openings suitable for disabled and retrained men.

A close record has been kept of the work done in each unit. The cumulative figures for the year by the various units are as follows:—

EMPLOYMENT STATISTICS TO DECEMBER 31, 1921.

CUMULATIVE TOTALS.

	Place- ments.	Applica- tions withdrawn.	Pending place- ment.	Total appli- cants.
"A" Unit—				
Quebec.....	93	130	48	271
Montreal.....	2,964	957	1,655	5,576
"B" Unit—				
Halifax.....	1,431	720	228	2,379
St. John.....	579	347	142	1,068
"C" Unit—				
Ottawa.....	1,417	236	296	1,949
Kingston.....	332	185	52	569
"D" Unit—				
Peterborough.....	571	147	113	831
Toronto.....	12,060	7,674	2,051	21,785
Hamilton.....	1,211	347	773	2,331
Brantford.....	37	20	232	289
"F" Unit—				
London.....	826	507	125	1,458
"G" Unit—				
Winnipeg.....	2,327	978	640	3,945
"H" Unit—				
Regina.....	223	26	170	419
"I" Unit—				
Calgary.....	1,115	213	245	1,573
"J" Unit—				
Vancouver.....	2,699	691	1,788	5,178
Totals.....	27,885	13,178	8,558	49,621
Vocationally trained pending placement.....				4,993
Other handicapped men pending placement.....				3,565
Total pending placement.....				8,558

GENERAL POLICY

It will be readily realized that disabled men are much more difficult to place in suitable employment than perfectly fit men, and the necessity of carrying on the work by means of a special section will be appreciated when it is stated that over 40,000 applications have been dealt with, about 60 per cent of which were from disabled retrained men and 40 per cent from handicapped men not retrained.

SESSIONAL PAPER No. 14

While the employment officers of the department have co-operated closely with the officials of the various Employment Offices operated by the Provincial Governments, it was impossible to avoid a certain amount of duplication. For this reason an effort was made to place the whole question of employment under the jurisdiction of the Employment Service of Canada and correspondence to this end took place between the Director of Administration and the Department of Labour.

The matter was fully discussed at the Third Annual Meeting of the Employment Service of Canada held in Ottawa from August 31 to September 2, 1921, the following resolution being adopted:—

“ That your committee recommend that the Employment Service of Canada assume the responsibility of placement work of handicapped ex-service men now being carried on by the Department of Soldiers' Civil Re-establishment as per letter of August 15 from the Department of Soldiers' Civil Re-establishment, provided details in connection with this matter are satisfactorily arranged between the Director of Employment Service, the Department of Soldiers' Civil Re-establishment, and the representatives of the Employment Service in the various provinces, and that pending the establishment of adequate facilities the Department of Soldiers' Civil Re-establishment shall continue their present placement work for handicapped ex-service men.”

The department is, therefore, continuing the placement work of disabled men until such time as the work can be transferred to the Provincial Bureaus of the Employment Service of Canada.

EMPLOYMENT OF DISABLED MEN IN THE FEDERAL CIVIL SERVICE

Special attention has been paid to the placing of disabled men in the Civil Service of Canada. The Civil Service Commission has co-operated with the department by giving to disabled men preference in positions which they are qualified to fill, and it is the intention of the department to continue to push to the fullest extent the claims of the disabled ex-service man for preference in all appointments.

As disabled men by law are granted preference in the filling of vacancies in the Federal Civil Service, the head of the Employment Section, Head Office, acts as a liaison officer with the Civil Service Commission in the matter of placement of disabled men in the Civil Service.

By this means many men who, on account of very severe disabilities, were unable to find any vocations in the general labour market have been placed in suitable positions in the Civil Service.

The head of the Employment Section is also in a position, through having access to the files of the department, to furnish information quickly to the officials of the Civil Service Commission regarding the percentage of disability of the various applicants for positions, so that disability preference can be given. He also keeps in close touch with the heads of branches and chiefs of divisions of the various Government departments in Ottawa, so that no opportunities for the placement of severely disabled men in the Civil Service will be overlooked. The Civil Service Commission also advise him of cases where local selection is granted and a telegram is immediately despatched to the unit employment officer, so that where possible a disabled man will be selected.

During the past year the following placements of returned soldiers in the Federal Civil Service have been made:—

Permanent Positions—

Amputation cases.. .. .	68
Disabled men.. .. .	902
Active service men (not disabled).. .. .	1,218
	<hr/>
	2,188

12 GEORGE V, A. 1922

Temporary Placements—

Disabled men..	758
Opportunities for positions secured through Civil Service Commission granting local selection..	318
Special cases taken up with Civil Service Commission and Govern- ment departments..	1,949

UNEMPLOYMENT RELIEF TO PENSIONERS AND VOCATIONAL STUDENTS

By Order in Council P.C. 43, dated January 10, 1921, the department was authorized to give assistance to necessitous cases among former members of the forces who had been pensioned or granted vocational training for a war disability. The relief given did not take the form of cash grants, but was given in the form of orders for fuel, food and rent.

As the Training Division of the branch was closely in touch with the unemployed disabled men, the carrying out of the provisions of this Order in Council was placed with this division.

From the beginning of January to May 28, 1921, relief in the various units was granted as follows:—

Unit	Number of Men Receiving Relief	Amount of Relief
"A"	1,742	\$ 178,059 77
"B"	485	43,732 19
"C"	790	68,687 46
"D"	4,031	429,007 42
"F"	596	38,291 27
"G"	727	71,215 46
"H"	344	31,097 44
"I"	858	82,175 49
"J"	1,712	184,085 97
"K"	605	58,081 51
Total	11,890	\$1,184,433 98

Relief has been carried on in a modified form throughout the year, the amount granted from May 29 to December 31 throughout the units being as follows:—

Unit	Number of Men Receiving Relief	Amount of Relief
"A"	646	\$ 52,802 76
"B"	15	1,514 69
"C"	258	11,784 15
"D"	1,732	179,540 90
"F"	122	4,254 14
"G"	392	16,804 08
"H"	162	6,601 90
"I"	455	18,105 77
"J"	486	33,840 20
"K"	13	481 39
Total	4,281	\$325,729 98

The number of men who received relief were divided as follows:—

	Period Jan. to May 28, 1921.		Period May 29 to Dec. 31, 1921.		Total.	
	Number.	Per cent.	Number.	Per cent.	Number.	Per cent.
Single.....	3,907	32.85	1,392	32.52	5,299	32.77
Married	7,799	65.59	2,796	65.31	10,595	65.52
Widower..	184	1.56	93	2.17	277	1.71
Total ..	11,890	100.00	4,281	100.00	16,171	100.00

SESSIONAL PAPER No. 14

The number of dependents supported by the 16,171 men assisted was 28,725, made up as follows to December 31, 1921:—

	Period Jan. to May 28, 1921.		Period May 29 to Dec. 31, 1921.		Total.	
	Number.	Per cent.	Number.	Per cent.	Number.	Per cent.
Men with no dependents.....	4,011	33.73	1,423	33.24	5,434	33.60
“ 1 “	2,244	18.57	728	17.01	2,972	18.38
“ 2 “	2,091	17.59	799	18.66	2,890	17.87
“ 3 “	1,526	12.83	621	14.51	2,147	13.28
“ 4 “	937	7.88	348	8.13	1,285	7.95
“ 5 “	562	4.73	168	3.92	730	4.51
“ 6 “	291	2.45	114	2.66	405	2.50
“ 7 “	143	1.20	47	1.10	190	1.17
“ 8 “	55	0.46	25	0.58	80	0.50
“ 9 “	30	0.26	8	0.19	38	0.24
Total Number of men.....	11,890	100.00	4,281	100.00	16,171	100.00
Number of men with dependents.....	7,879	2,858	10,737
Number of dependents	21,019	7,703	28,725
Average number of dependents.....	2.7	2.7	2.7

NUMBER WHO RECEIVED RELIEF AND RENEWALS.

	Period, Jan. to May 28, 1921.		Period, May 29 to Dec. 31, 1921.		Totals.	
	Number.	Per cent.	Number.	Number.	Number.	Per cent.
One relief only.....	11,890	15.28	4,281	15.26	16,171	15.27
1st renewal....	10,020	12.87	3,291	11.73	13,311	12.57
2nd “	9,074	11.66	2,630	9.38	11,704	11.05
3rd “	8,320	10.69	2,028	7.23	10,348	9.77
4th “	7,655	9.83	1,621	5.78	9,276	8.76
5th “	6,619	8.50	1,349	4.81	7,968	7.52
6th “	5,712	7.34	1,190	4.24	6,902	6.52
7th “	4,911	6.32	1,074	3.83	5,985	5.65
8th “	4,081	5.24	1,049	3.74	5,130	4.84
9th “	3,172	4.07	1,029	3.66	4,201	3.97
10th “	2,388	3.07	1,008	3.59	3,396	3.21
11th “	1,744	2.24	1,006	3.58	2,750	2.60
12th “	1,089	1.40	971	3.46	2,060	1.94
13th “	615	0.79	913	3.25	1,528	1.44
14th “	321	0.41	823	2.93	1,144	1.08
15th “	165	0.21	727	2.59	892	0.84
16th “	65	0.08	633	2.26	698	0.66
17th “			541	1.93	541	0.52
18th “			394	1.40	394	0.38
19th “			335	1.19	335	0.32
20th “			255	0.91	255	0.24
21st “			175	0.62	175	0.17
22nd “			139	0.50	139	0.13
23rd “			130	0.46	130	0.12
24th “			105	0.37	105	0.10
25th “			84	0.30	84	0.08
26th “			65	0.23	65	0.06
27th “			50	0.18	50	0.05
28th “			38	0.14	38	0.04
29th “			27	0.10	27	0.03
30th “			22	0.08	22	0.02
31st “			18	0.06	18	0.01
32nd “			15	0.05	15	0.01
33rd “			13	0.05	13	0.01
34th “			11	0.04	11	0.01
35th “			7	0.02	7	0.01
36th “			2	0.01	2
37th “			2	0.01	2
38th “			2	0.01	2
Total number of times men granted relief.....	77,841	100.00	28,053	100.00	105,894	100.00

12 GEORGE V, A. 1922

DISTRIBUTION OF RELIEF.

	Period Jan. to May 28, 1921.		Period, May 29 to Dec. 31, 1921.		Total.	
	Amount.	Per cent.	Amount.	Per cent.	Amount.	Per cent.
	\$ cts.		\$ cts.		\$ cts.	
Food.....	745,203 21	62.92	183,272 64	56.26	928,475 85	61.48
Fuel.....	111,500 03	9.42	33,481 74	10.28	144,981 77	9.60
Rent.....	195,366 73	16.49	68,369 15	20.99	263,735 88	17.46
Food and fuel.....	8,085 86	0.68	172 15	0.05	8,258 01	.55
Food and rent.....	119,756 35	10.11	38,615 65	11.86	158,372 00	10.49
Fuel and rent.....	948 30	0.08	156 88	.05	1,105 18	.07
Food, fuel and rent.....	2,161 23	0.18	103 00	.03	2,264 23	.15
Miscellaneous supplies.....	1,337 42	0.11	1,484 27	.46	2,821 69	.19
Transportation.....	74 85	0.01	74 50	.02	149 35	.01
Total.....	1,184,433 98	100.00	325,729 98	100.00	1,510,163 96	100.00

NUMBER OF CERTIFICATES ISSUED.

	Period Jan. to May 28, 1921.		Period May 29 to Dec. 31, 1921.		Total.	
	Number.	Per cent.	Number.	Per cent.	Number.	Per cent.
Food.....	94,724	68.99	40,037	73.37	134,761	70.24
Fuel.....	14,587	10.62	4,609	8.45	19,196	10.00
Rent.....	17,278	12.58	5,618	10.30	22,896	11.93
Food and fuel.....	570	0.42	21	.04	591	.31
Food and rent.....	9,772	7.12	4,040	7.40	13,812	7.20
Fuel and rent.....	43	0.03	7	.01	50	.03
Food, fuel and rent.....	124	0.09	1	..	125	.07
Miscellaneous supplies.....	192	0.14	218	.40	411	.21
Transportation.....	10	0.01	15	.03	25	.01
Total.....	137,301	100.00	54,566	100.00	191,867	100.00

1921 RELIEF ISSUED UP TO MAY 28.

	Period Jan. to May 28, 1921.		Period May 29 to Dec. 31, 1921.		Total.	
	Amount	Average	Amount	Average	Amount	Average
	\$ cts.		\$ cts.		\$ cts.	
Average number of times men granted relief.....		6.5		6.5		6.5
Average amount to each individual..	99 62		76 09		93 38	
Average amount of each certificate.	8 63		5 97		7 87	
Amount granted to men without dependents ..	224,050 14		63,395 04		287,445 18	
With dependents.....	960,383 84		262,334 94		1,222,718 78	
Average amount per man, without dependents...	55 86		44 55		52 90	
With dependents.....	121 89		91 79		113 88	

SESSIONAL PAPER No. 14

RETURNED SOLDIERS' INSURANCE DIVISION

In June, 1921, the business administration of the Returned Soldiers' Insurance Act, with the administration of the Head Office of the Board of Pension Commissioners, passed under the control of the Department of Soldiers' Civil Re-establishment and became a division of the Administration Branch. The policy to be carried out in the administration of the Act is laid down by the Board of Pension Commissioners under the direction of the Minister of Finance.

Prior to the amalgamation of the Board of Pension Commissioners with the department, the Returned Soldiers' Insurance Act was administered exclusively from Ottawa. By the amalgamation it became possible to utilize the offices of the various units of the department throughout the Dominion to distribute information and to accept applications and premiums.

The Insurance Division is responsible for the issue of policies, collection of premiums, payment of claims and distribution of information in connection with the Act, and for the control, through Unit Directors of Administration, of insurance sections in local offices of the department throughout the country. It has brought another important feature of the Dominion's re-establishment programme under the control of the department, life insurance without medical examination being unique among measures for the rehabilitation of those who served. The volume of new business of the class provided under the Act being issued through the division is exceeded only by that of the largest insurance companies in Canada.

PUBLICITY

As the time during which applications may be made has been limited, no applications being accepted after September 1, 1922, one of the most important functions of the division is to ensure that all persons eligible shall have had a reasonable opportunity to take advantage of the insurance offered before that date. Efforts have been made therefore, in the direction of giving the largest possible publicity to the benefits provided and in making information and application forms as readily available to those interested as possible. Steps in this direction include the following:—

1. (a) Half-sheet posters have been displayed and explanatory booklets have been placed throughout Canada in 5,000 banks, all post offices, 911 customs houses and ports of entry.

(b) All Soldier Settlement Board offices.

(c) All local offices of the department and departmental hospitals.

(d) In the working quarters of 7,000 plants, shops, etc., employing more than 10 men in each case in Canada.

(e) All public libraries throughout Canada.

(f) All Veterans' Club houses.

(g) Each drill hall and armoury.

2. Individual circulars have been forwarded to:—

(a) Thirteen thousand Imperial veterans who drew war service gratuity from the Canadian Government.

(b) To 20,000 soldier settlers farming under the Soldier Settlement Board.

(c) On two occasions to 50,000 pensioners.

(d) To between 80,000 and 100,000 men receiving service medals. (Balance as medals are issued.)

(e) To each nursing sister who served in the Canadian Expeditionary Force.

(f) To approximately 1,200 officers now on the reserve strength of the Canadian Air Force.

12 GEORGE V, A. 1922

3. General circulars and booklets have been forwarded to:—

(a) Every branch of all soldiers' organizations in Canada, including Great War Veterans' Association, Grand Army of United Veterans, Imperial Veterans in Canada, Navy League of Canada, various branches of the Amputations Association, various branches of the Invalided Tubercular Soldiers' Welfare League, and numerous other organizations.

Similar action has been taken in the United States in the case of the British Great War Veterans of America, the American Legion, and numerous smaller organizations.

(b) Direct inquiries have been received and answered from approximately 39,000 soldiers. In addition direct letters have been written to nearly 15,000 men whose names have been sent to the department on returned post cards enclosed with replies sent out to direct inquiries.

(c) Reading articles have been sent to each country newspaper in Canada. Numerous readers have been inserted in various city papers in Canada on at least fifteen different occasions through the medium of the Canadian Press Distribution system. Readers have been displayed in several hundred American papers through press agencies in Chicago and New York.

(d) Articles have been inserted in the press of many countries by trade commissioners and commercial agents of the Department of Trade and Commerce and by immigration agents of the Department of Immigration and Colonization in all parts of the world.

(e) Paid advertisements have been inserted in several veterans' newspapers and similar publications.

(f) Meetings of veterans have been and continue to be addressed from time to time by representatives of the department from coast to coast.

(g) An average of 2,200 individuals are personally interviewed each month by representatives of the department.

UNIT INSURANCE SECTIONS

During the first six months of its operation the Act was administered on the "mail order" plan entirely from Head Office in Ottawa, individuals being required to make application and pay their premiums directly to Ottawa. It became apparent, however, that if the purpose of the Act was to be accomplished closer touch between the department and the applicant must be established, with the result that in March, 1921, it was decided to organize an Insurance Section in each local office of the department throughout the country for the convenience of persons desiring personal information. No additional staff was appointed for this purpose, the decrease in the activities of other branches of the department making possible the use of employees already on strength. These Insurance Sections were authorized to accept applications for insurance, together with premiums, both initial and renewal, and became centres for the distribution of printed matter and general information. The insurance representatives work in close co-operation with the various ex-service men's organizations and in this manner have made insurance information widely available.

Ex-members of the forces have appreciated the opportunity of being able to discuss insurance personally with local officials rather than by correspondence. In the larger centres the offices of the department have been kept open at night to accommodate the men who could not call during regular office hours.

In August, 1921, the scope of the local insurance sections was widened upon recommendation of the Special Committee of the House, to which certain representations had been made to the effect that still further need existed for increasing the

SESSIONAL PAPER No. 14

facilities provided to returned men for taking advantage of this scheme. All employees of the department whose duties bring them into contact with the general public, such as industrial surveyors, employment scouts, social service visitors, loan investigators, etc., were instructed to distribute insurance information and to assist applicants for insurance in completing their application forms. These officials are now personally bringing insurance to the attention of over 2,000 ex-service men every month.

DEDUCTION OF PREMIUMS FROM PENSION

Another change in the administration of the Act which is proving of the greatest convenience to policy-holders, is the deduction of insurance premiums from pension. Most policy-holders pay their premiums monthly, and by having a deduction made from pension, not only avoid the possibility of lapse through an oversight, but also avoid the inconvenience of making a direct remittance or calling at a local office.

Since the work of the Insurance Division is not closely related in any way to that of other branches it is organized as a separate unit, maintaining its own accounting system, filing system and records.

STATEMENT OF OPERATIONS

Following is a statement of the operations of the division up to December 31, 1921:—

APPLICATIONS

Total number of applications received and approved... .. 7,980

POLICIES ISSUED DISTRIBUTED BY PREMIUM FREQUENCY

Single premiums..	14	Sum assured... .	\$ 25,000
Annual premiums..	704	" "	2,051,500
Semi-annual premiums..	1,114	" "	3,129,000
Quarterly premiums..	1,482	" "	3,974,500
Monthly premiums..	4,129	" "	10,409,500
	<u>7,443</u>		<u>\$19,589,500</u>

POLICIES ISSUED DISTRIBUTED BY PLACE OF ORIGIN

Prince Edward Island..	9	Sum assured... .	\$ 34,500
Nova Scotia..	186	" "	375,500
New Brunswick..	146	" "	435,500
Quebec..	542	" "	1,637,000
Ontario..	3,029	" "	7,991,500
Manitoba..	609	" "	1,589,000
Alberta..	624	" "	1,771,500
Saskatchewan..	533	" "	1,563,500
British Columbia..	1,200	" "	2,622,000
Yukon..	2	" "	6,000
South Africa..	3	" "	15,000
France..	1	" "	3,000
United States of America..	420	" "	1,199,500
England..	92	" "	211,500
Newfoundland..	20	" "	52,000
Scotland..	10	" "	12,500
China..	4	" "	16,000
Ireland..	5	" "	20,000
Mexico..	3	" "	15,000
Japan..	2	" "	7,000
Panama..	1	" "	5,000
Trinidad..	1	" "	5,000
South America..	1	" "	2,000
Total..	<u>7,443</u>		<u>\$19,589,500</u>

12 GEORGE V, A. 1922

POLICIES ISSUED DISTRIBUTED BY SERVICE AND SEX

Canadian Expeditionary Force	7,028	Sum assured....	\$18,364,500
Active Militia.. ..	31	" "	96,000
Imperials.. ..	349	" "	1,024,500
Other Governments.. ..	16	" "	64,000
Canadian Expeditionary Force			
(females).. ..	15	" "	36,500
Widows.. ..	4	" "	4,000
Total.. ..	7,443		\$19,589,500

CLAIMS

Total policy value of death claims.. ..	180	\$645,000
Settled by cash payment or annuity.. ..	71	\$269,500
Settled by Section 10 of Returned Soldiers' Insurance Act.. ..	26	104,000
			\$373,500
Claims pending settlement.. ..	83	\$271,500
Amount paid as death benefits..	\$ 61,250
Amount paid or due as annuities on death claims settled..	208,250
			\$269,500

PAY AND PERSONAL SERVICES DIVISION

As the result of the amalgamation of the Claims and Review Sections of the Board of Pension Commissioners with the Pay and Personal Services Division, several economies have been effected and a higher standard of efficiency attained.

On the 31st of December, a saving in salaries at the rate of \$15,000 per annum had been effected, notwithstanding the fact that a new section was created to deal with questions relating to treatment of ex-Imperials— formerly done in the Imperial Section of the Board of Pension Commissioners, and the necessity of creating a sub-registry, due to the extra work involved in the division.

The division, as its name implies, deals with all questions of a purely personal character and in addition it is responsible for dealing with all matters relating to:—

- (a) The authorization of treatment and vocational pay and allowances of all ex-members of the Canadian Expeditionary Forces in Canada, and ex-Canadians and ex-Imperials receiving treatment in the United States of America.
- (b) Payment of war service gratuity for men on the strength of the Department of Soldiers' Civil Re-establishment.
- (c) Proper notification to the next of kin in the case of death of patient.
- (d) Burial of deceased patients.
- (e) Chaplain services.
- (f) Investigation of claims for pension.
- (g) Drawing of all proceedings after award of pension has been made by the medical officers.
- (h) Records of service and medical histories compiled from official documents of ex-members of the forces taken on the strength of the department.
- (i) Insane and problem cases.

CLOTHING

Clothing still in stores is available to patients on the strength of the department on the repayment plan as long as the present supplies last. Free clothing is issued to all insane patients. Class A and B patients, that is those whose insanity is attributable to service, who recover, have the cost of clothing deducted from their accumulated pay and allowances on discharge.

In the cases of class C patients, that is those whose insanity is not attributable to service, the value of the clothing supplied is written off on the authority of the Director of Administration.

During the year 119 applications for the payment of war service gratuity in a lump sum were approved and paid. During this period War Service Gratuity accounts other than the above were completed to the number of 240.

War Service gratuity.. .. .	\$ 98,226 07
Interest on closed accounts.. .. .	8,181 77
	<hr/>
Total paid.. .. .	\$106,407 84

No change was made during the year with regard to the amount of pay and allowances issuable, except in the case of the wife or a dependent widowed mother of an insane man, residing in the British Isles or the United States. The allowance for these was increased by \$12 per month as from September 1, 1921.

During the past year arrangements were completed whereby former members of the forces of Australia, New Zealand and South Africa, when taken on the strength may receive pay and allowances from the Department, at the expense of their respective Governments.

Regulations have also been drawn up under which advances of pay and allowances may be made to former members of the Imperial Forces and their dependents who were not residing in Canada or the United States of America on 4-8-14, thus doing away with any delay which existed in the past.

In the case of the death of a patient on the strength of the Department notification is telegraphed by the Unit Director of Administration to the next of kin, if in Canada, or by the Chief. Pay and Personal Services Division, if in the British Isles. In the matter of funerals the department conforms as far as possible to the wishes of relatives. Letters of condolence go forward to the next of kin in all cases. The personal effects of deceased patients are taken care of by the Unit Director of Administration, until advised by the Director of Records, Department of Militia and Defence, as to their disposal.

In order to standardize the cost of funerals, tenders were called for and contracts made for funeral services in each Unit throughout Canada.

Provision for carrying on religious work in hospitals, visitation of the sick in their homes, was maintained, but at a reduced cost as the department now employs only two full-time chaplains, and twenty-two part-time chaplains. Part of the work formerly looked after by them viz., the entertainment and recreation of patients in hospital is being carried on by the Canadian Red Cross Societies and the Y.M.C.A.

In accordance with the recommendations of the Parliamentary Committee on Pensions and Soldiers' Re-establishment, the cases of four ex-service men, who were patients of the department and who had asked to be supplied with transportation for

12 GEORGE V, A. 1922

their wives and families, were reported to the Governor General in Council, and the following Orders in Council were passed:—

P.C. 112 of January 21, 1921, authorizing transportation of No. 2368352, Ex-Pte. F. F. Saich, from Canada to England.

P.C. 164 of January 31, 1921, authorizing transportation of No. 180595, Pte. H. B. Capell, from Canada to England.

P.C. 1161 of April 7, 1921, authorizing transportation of No. 500653, Ex-Spr. H. N. Harper, from Canada to Durban, Natal, South Africa.

P.C. 3538 of September 23, 1921, authorizing transportation of No. 116144, Ex-Pte. Fred Bignell, from Canada to England.

In every case each of the above named furnished the department with an acknowledgment that the Government of Canada is released from any further obligation, except as to the pension to which he may be entitled, or as to such further medical treatment for which he may prove eligibility.

PRECIS FROM MEDICAL DOCUMENTS

During the year ending December 31, 1921, Precis of Medical History and records of service have been compiled from 9,423 official documents.

In addition 5,132 Precis of Medical Documents were received from the Board of Pension Commissioners during the period 1-1-21 to 17-6-21.

During the period of demobilization, medical documents relating to the military service of a very large number of ex-members of the Canadian Expeditionary Force were passed to the Board of Pension Commissioners and the department. These are now being removed from individual files, and during the months of October, November and December, 900, 1,100, and 849 sets of documents, respectively were returned to the Department of Militia and Defence.

UNITED STATES OF AMERICA CASES

During the year 1921 there was a decided increase in the number of ex-members of the Canadian and Imperial Forces applying for treatment in the United States of America. This increase is particularly marked in the case of ex-members of the Imperial Forces, a large percentage of whom is found to have been residing in the United States of America prior to the outbreak of war in August, 1914.

The total treatment allowances issued to men in United States of America hospitals during the past year amounts to \$253,914.53. In addition payments have been made on behalf of the Imperial Government at British rates, totalling £1,925 8s. 2d.

PENSIONS-CLAIMS

The Pensions-Claims Section of the Pay and Personal Services Division is one result of the taking over of certain work by the division formerly carried out by the Board of Pension Commissioners.

During the period June 1, 1921, to December 31, 1921, the Claims Section has dealt with the following:—

Number of files dealt with.. . . .	60,602
British, French and Italian supplementary pensions.. . . .	270
D.C.M. and V.C. Awards.. . . .	26
Number of proceedings drawn on C.E.F. Awards.. . . .	42,155
Number of pensions refused.. . . .	1,460
Total amount of payments authorized (new awards, adjustments, continuances and final payments) approximately.. . . .	\$17,500,000

SESSIONAL PAPER No. 14

HEAD OFFICE DISABLEMENT BOARD IN CONTROL OF FUNCTIONALLY, NEUROLOGICALLY AND
MENTALLY SUB-NORMAL CASES UNDER PROVISIONS OF P.C. 2328

Under Order in Council P.C. 2328, 1919, authority was given to the Department of Soldiers' Civil Re-establishment to assist problem cases, i.e. functionally, neurologically, and mentally sub-normal men, by providing suitable places where light occupation combined with medical care could be given such cases and where they could be kept under careful observation and proper working conditions for the purpose of ascertaining whether such cases could be dealt with as follows:—

- (a) Restored to normal health.
- (b) Made fit to resume their places in industrial life.
- (c) To ascertain that if neither of the foregoing were possible to what extent they would be capable of useful work.

Various occupations, including basketry, toy-making, reed furniture making, light metalwork, woodwork, etc., were provided.

Number of men on strength to December 31, 1920.. . . .	144
Number of men taken on strength during the year 1921.. . . .	347
Total.. . . .	491
Number of men discharged during the year.. . . .	278
Total number of men on strength to December 31, 1921.. . . .	213

NUMBER OF MEETINGS HELD BY THE HEAD OFFICE DISABLEMENT BOARD
DURING THE YEAR 1921 TO DECEMBER

January.. . . .	6	Cases dealt with.. . . .	104
February.. . . .	5	" " " " " " " "	122
March.. . . .	8	" " " " " " " "	129
April.. . . .	9	" " " " " " " "	132
May.. . . .	7	" " " " " " " "	135
June.. . . .	8	" " " " " " " "	142
July.. . . .	5	" " " " " " " "	86
August.. . . .	6	" " " " " " " "	89
September.. . . .	7	" " " " " " " "	104
October.. . . .	8	" " " " " " " "	121
November.. . . .	8	" " " " " " " "	113
December.. . . .	4	" " " " " " " "	52
Total	51		1,329

The results show that 180 men have gone out to useful occupations so that their earnings plus their pension are sufficient for their needs. In 58 cases it is presumed that they are employed; 52 cases are unemployed. In 120 cases further medical care was necessary, and these cases were transferred to the treatment strength. In 14 cases it was discovered that the men were fit for training; 5 men are shown as sick and 16 deceased. The total number of men admitted during the year was 347. There were 144 on the strength at the beginning of 1921, making a total of 491, for the year 1921; 278 have been struck from strength and 213 remain on strength at the present time. Eighty-three cases had been readmitted under P.C. 2328. The total number of cases, not counting readmissions, since the inception of P.C. 2328 is 658.

12 GEORGE V, A. 1922

Following is a statement by units, classified according to disability to December 31, 1921:—

P.C. 2328, CASES SINCE COMMENCEMENT OF OPERATIONS

ADMISSIONS

Unit.	Old age.	Physical.	Mental.	T. B.	Total.	Total re-admissions.	Actual No. of cases.
A.....	..	5	5	1	11		11
B.....	..	1	11	..	12	2	10
C.....	10	23	20	9	62	9	53
D.....	52	124	124	163	463	60	403
E.....	3	19	11	5	38	4	34
F.....	13	17	24	5	59	..	59
G.....	..	1	2	..	3	..	3
H.....	9	12	18	5	44	4	40
I.....	5	17	22	3	47	4	43
J.....	..	2	2	..	2
K.....							
Total.....	92	221	237	191	741	83	658

DISCHARGES

A.....	..	5	5	1	11
B.....	..	1	11	..	12	2	..
C.....	5	18	13	6	42	9	..
D.....	26	68	103	92	289	60	..
E.....	2	14	11	4	31	4	..
F.....	11	17	23	5	56
G.....	..	1	2	..	3
H.....	5	12	17	4	38	4	..
I.....	5	15	22	2	44	4	..
J.....	..	2	2
K.....							
Total.....	54	153	207	114	528	83	445

P.C. 2328 CASES

ON STRENGTH

Unit.	Old age.	Physical.	Mental.	T.B.	Total.	Total re-admissions.	Actual No. of cases.
A.....
B.....
C.....	5	5	7	3	20
D.....	26	56	21	71	174
E.....	1	5	..	1	7
F.....	2	..	1	..	3
G.....
H.....	4	..	1	1	6
I.....	..	2	..	1	3
J.....
K.....							
Total.....	38	68	30	77	213	..	213

SESSIONAL PAPER No. 14

STRUCK OFF STRENGTH

Unit..	Employed and Pensioners.	Presumed Employed.	Un- employed.	Trans. Medical.	Trans. to Training.	Sick.	Deceased.	Total.
A.....	3	..	4	1	2	1	..	11
B.....	2	3	1	3	1	10
C.....	11	4	1	16	1	33
D.....	87	34	33	63	5	2	5	229
F.....	6	4	..	17	27
G.....	37	6	2	5	6	56
H.....	3	3
I.....	15	1	8	6	..	2	2	34
J.....	18	6	3	5	5	..	3	40
K.....	1	1	2
Total...	180	58	52	120	14	5	16	445

RECORDS DIVISION

Much time and labour was expended in compiling and tabulating records of the work of the department during the past few years. Until the beginning of the present fiscal year each branch and division compiled and maintained its own records. It was realized that by bringing all these records together they would be much more valuable, and in addition would effect a great reduction in the expense attached to the work. The keeping of departmental records has, therefore, been centralized in the one office and is rapidly being put into such shape as will make them readily available for all time at very little cost.

1. *Daily Orders.*—The Records Division has the supervision and checking of daily orders issued by the Unit Directors of Administration. Daily orders which originate in the units contain a record of all hospitalization, treatment, P.C. 2328 cases, training, transportation given to ex-service men by the D.S.C.R. The Records Division checks the accuracy of entries in daily orders, particularly pay and allowances, by cross-checking each entry with the Head Office files.

Previous to the formation of the Records Division daily orders were only used as a record of hospitalization and P.C. 2328 cases. However, their use has been extended to include a record of (1) all transportation, (2) training, and (3) rates of pay and allowances during treatment.

The need was felt of cross-checking the information contained in daily orders with documents on Head Office file. Accordingly, arrangements have been made to have this carried out. This cross-checking has been most helpful in checking up the accuracy of information submitted to Head Office. It serves three purposes: (1) verifies the accuracy of the information contained in daily orders, thereby making the records and statistics more reliable; (2) checks the Head Office authorization of pay and allowances against the rates computed in the units as shown in daily orders; (3) is a means of knowing that all necessary documents have been submitted to Head Office.

2. *Training.*—In January and February special attention was paid by this division to completing the punching of the Hollerith cards covering all vocational graduates. This work has been brought up to date and the cards are now punched as soon as the notification of completion is received.

A thorough review of all reports which have been compiled by the Training Branch has been made. These were sorted, indexed, catalogued and filed away for future reference.

12 GEORGE V, A. 1922

WORKMEN'S COMPENSATION CASES

A record has been kept of the men granted compensation under the Workmen's Compensation Act in respect of accidents while undergoing training. To date awards have been made as follows:—

SUMMARY OF MEN WHO HAVE BEEN GRANTED COMPENSATION

- 23 men granted total sum of \$5,409.57, being settlement in full.
- 1 man granted total of \$150 plus \$12.50 per month for life.
- 1 man granted \$9.90 per month for life.
- 1 man granted total of \$150 plus \$22.50 per month for life.
- 1 man granted \$31.97 to be paid at rate of \$10 per week until amount is paid.
- 1 man granted \$54.45 from 5-1-20 to 4-6-20, being settlement in full.
- 1 man granted \$61.34 (time not known).
- 1 man granted total of \$75, plus \$8.50 per month for life.
- 1 widow granted \$40 per month for life.
- 2 children granted total of \$20 per month for life.
- 1 man granted total of \$100 plus \$9 per month for life.
- 1 man granted \$18.72 from 16-9-20 to 29-9-20.
- 1 man granted \$203.11 (time not known).
- 1 man granted total of \$200 plus \$10.72 per week (time not stated).
- 1 man granted total of \$150 plus \$20 per month (time not stated).
- 1 widow (and son) granted \$50 per month for life.
- 1 man granted total of \$1,200 to be paid at rate of \$20 per month until whole is paid.
- 1 man granted \$33.84 (time not known).
- 1 man granted Class 17 Pension, 20 per cent disability.
- 1 man granted \$535 (time not known).
- 1 man (not yet decided).
- 1 man granted \$83.16 (time not known).

43 total.

INDEX RECORD

When the treatment records were transferred from the Pay and Personal Services Division, they contained a separate index system. This index system and the training one were amalgamated.

It is proposed to further extend the index to include a cross reference to all pension cases in order that a ready reference to all cases dealt with by the department may be available. At the present time all treatment and training records are filed alphabetically, and all pension records are filed by the pension number. No one system has a cross reference to the other. A general index would therefore prove of great service.

REVIEW OF RECORDS

Regular and periodical reviews of the records were carried out for the following reasons: (1) to verify the statistics and the various classifications under which the records are filed, (2) for the purpose of knowing that the records maintained at head office reflect the actual conditions in the unit, (3) to check up the units in their failure to carry out regulations.

SESSIONAL PAPER No. 14

For example, (1) A monthly review of current training cases is made to see that men are not being carried on strength after the date they are due to complete and that notification of completion of training is received in this office within two weeks.

(2) A monthly review of all vocational courses which have been suspended is made and should no notice of resumption of training be received or should the suspended cases be retained on pay and allowances, the same are brought to the attention of the Training Division for action.

(3) If a treatment case is shown absent without leave for more than a month, attention is drawn to the unit to have him struck off.

(4) During the year a complete review of cases shown on strength at head office was checked against the nominal rolls received from the units. A comparison of the vocational training cases shown as suspended for treatment was checked against the treatment record of trainees.

(5) A number of other special reviews were also carried out, such as pensioners suspended for vocational training, classification of insane cases, and the verification of the correct number of T.b. cases.

USE OF RECORDS

The Records Division serves a further very important purpose in answering very many requests regarding individual men and other general requests regarding the work. Practically all divisions in the department use the Records Division for general reference. This is of course only natural, but indicates a very valuable feature in the maintenance of complete and accurate information.

WORK OF THE STAFF

It may be interesting to compare the work and number of staff of seventy-one (71) on December 31, 1920, with the present. At that time this staff was entirely engaged in recording training and employment records. At the present time, the staff of seventy-three (73) are not only doing this work, which naturally has dropped off very considerably, but also recording all treatment, transportation and relief. In addition, thirty (30) of the seventy-three are engaged in bringing the pensions history cards up to date.

While the reorganization and the method of recording has undoubtedly reduced the number required, it has placed more responsibility on the individual clerk. In order to keep the records which are classified under many headings and to insure that the details are noted, it is absolutely necessary for clerks doing the work to be familiar with the regulations governing the work in hand.

PENSIONS RECORDS AND STATISTICS

The Pensions Section of the Records Division is engaged largely in examining B.P.C. documents for the purpose of recording a general history card for each pensioner.

The history card contains an historical record of the pension from the date of the award, and will show all the changes that have taken place in the pension up to the date of the last "proceedings" authorizing a change.

In addition to the pension record, it records events of a nature that will be of great value in compiling the vital statistics of pensioners, as the dates of birth, marriage and death of all pensioners are noted, together with that of those to whom allowances are being paid. The nature of the disability, as well as the percentage of disability due to service, is also recorded.

Under the administration of the B.P.C. this section was known as the Indemnity Branch, its original object being to obtain data of a vital nature for the use of

12 GEORGE V, A. 1922

the Imperial Government. When that object was attained, which involved the making up of approximately 122,000 cards, it was decided that the record of changes which the card was also designed to care for, should be completed and this work has been under way since.

The number of disability cases completed since April 1 is approximately 80,000; of this number additional information has been added to about 31,000 cards.

The staff at present employed on the work numbers thirty clerks. The cards when completed will provide a readily accessible source from which a mass of information may be obtained, as Hollerith cards can be punched from them, and tabulations made bearing on many cases of a statistical nature. They may also be used to determine the annual liability due on pensions account as well as the capitalized value.

Medical statistics of the disabilities for which pensions were awarded are being compiled by this section. A list of neuropsychiatric and neurological cases is under preparation, which will give the percentage of disability and nature of the disability under which the soldiers were awarded pensions.

In addition to the above work, the staff has been engaged for varying periods in the performance of other duties, namely: The sorting by provinces of transcripts of all active plates for use of the addressograph section, which were sent to the units to be checked against their files and records; the examination of approximately 3,000 suspended transcripts with the head office files; the checking of B.P.C. Forms 335, authorizing increase to pensioners residing outside of Canada; securing information for the Director of Records, Militia and Defence, as to deaths being due to service or not, and the verifying of the statements regarding pensioners who make application for positions in the Civil Service. The number of such applicants dealt with is about sixty (60) per day.

STORES DIVISION

The Stores Division encountered trouble early in the year owing to the difficulty of reconciling inventories with ledger records. This was due to the lack of men experienced in the taking of inventories and because there was not a standard method of describing articles. A remedy was found by adopting the system of room inventories, with an inventory card always available in each room, and by standardizing as far as possible the nomenclature used.

The closing of a large number of institutions during the year necessitated the transfer and disposal of a great deal of equipment. Adjustments have been made between the Department and institutions, in which the department was bound by agreement to supply equipment, and the department's responsibilities and commitments in this connection accurately defined and placed on a satisfactory basis. By carefully foreseeing present and future requirements and effectively using elsewhere equipment and supplies as they become surplus in various institutions, fresh outlays of moneys have been considerably curtailed. The whole system of supply has been placed on a sound basis so that the possibility of leakage and waste is reduced to a minimum.

1. The equipment section maintains ledgers on which are recorded the movements of all equipment in the department. These ledgers are subdivided under Standing Order Numbers, the entries showing cost price and a description of the equipment. On account of the varied and technical nature of certain equipment, it has been necessary to educate a number of ledger-keepers to handle the records of the technical branches. The ledgers are posted from audited returns received each month, on which are stated issues and receipts of equipment in the various hospitals, garages

SESSIONAL PAPER No. 14

offices, etc. When a requisition is received for equipment, it is checked with the equipment ledgers to ascertain the quantity on hand, and it is then checked with the Standard Table of Equipment. On the Standard Table of Equipment is shown the quantity of each article of equipment that should be necessary for a hospital of a definite patient strength.

Each month a Condemnation Board is required for each hospital that is administered by the department. On these boards is shown the quantity of equipment that has become unfit for further use. A comparison of the cost price of the equipment listed and the patient strength of the hospital, shows the equipment cost per patient month for each institution.

Complete inventories of all departmental equipment were taken on the 31st of March, 1921. These inventories included equipment in hospitals, garages, farms, laundries, vocational classes, veteraft shops, administration offices, etc. The inventories were checked with the equipment records and lists of any deficiencies were forwarded to the unit and accounted for on Boards of Inquiry.

The records kept by the Equipment Section consist of statements of periodical issues; monthly statements of equipment movements during the interval; cost per patient month statements for all hospitals, and cost per car month statements for all garages.

Due to the closing of hospitals, vocational schools, etc., and the amalgamation of administration offices, considerable equipment became surplus to requirements. The surplus equipment from the hospitals included hospital furnishings such as beds, furniture, medical and dental instruments, X-ray equipment, electric massage and hydrotherapy equipment, sterilizing equipment, kitchen and engineering equipment such as steam tables, potato peelers, dish washers, urns, refrigerators, cooking ranges, ovens, incinerators, etc. The surplus equipment from the vocational classes was such as is usually required in trade schools and was of a technical nature including such equipment as: milling machines, shapers, planers, grinders, drilling machines, lathes, mortisers, band saws, shafting and belting, motors, transformers, recording instruments, surveying instruments, barkers' equipment, vulcanizing equipment, jewellers' equipment, tailoring equipment, sheet metal working machines, shoe-making machinery, farm machinery such as tractors, etc., telegraphy equipment, musical instruments, printing multigraph and mimeograph equipment, motor vehicles, and a large quantity of small tools, etc. This equipment was passed upon by appraisal boards consisting of three members, at least one of whom was in a position to supply detailed technical knowledge on the article being appraised, and the current market value was determined. Sales requisitions, covering this equipment, were passed to the Purchasing and Sales Division for disposal. When equipment that has been donated becomes surplus, it is returned to the donors. About \$30,000 worth has been turned back during the past year.

2. Stores Section.—Inventories of stores were taken quarterly throughout the year. Monthly returns are also submitted from each institution showing the food supplies on hand by which, together with monthly returns on stores received and issued, it is possible to maintain the supply of food stuffs in the units at a minimum. This has considerably reduced any wastage previously experienced. Formerly the supply of canned goods was purchased during the canning season. A further economy has been effected by placing a blanket order on vendors for a supply not to exceed a stated quantity each month. This has eliminated the storage of canned fruit which is always delivered fresh to the institutions when required.

SESSIONAL PAPER No. 14

department to secure a uniformity of supplies throughout the country and it has made possible the standardization of a great part of the equipment and has enabled the department to purchase in larger quantities, thereby securing the goods at the lowest possible cost.

Special efforts have been made during the year to increase the volume of cash discounts, which have resulted in a saving being effected of over \$13,000. This has only been made possible through the efficient accounting and checking system of the department which enables accounts to be handled and paid promptly.

Not only has it been the aim of the department to purchase whenever possible goods of Canadian manufacture, but efforts have been made to import goods manufactured in Great Britain, in place of those articles not manufactured in Canada, which, on account of unsettled conditions in Europe, had previously been purchased in the United States. While these efforts have already met with considerable success, it is anticipated that the list of articles so purchased will be greatly augmented in the near future.

The total purchases for the year, which include equipment, stores, fuel and food supplies, amount to \$1,946,615.

SALES SECTION

The disposal of surplus equipment and supplies by sale or by transfer under P.C. 3017 to other departments of the Government is handled by sales officers under the direction of the Chief Purchasing Agent, Ottawa.

Order in Council, P.C. 3017, dated December 13, 1920, which made possible the transfer of surplus equipment and stores from the department to other Government departments without payment, enabled the department to dispose of its surplus quickly and economically.

During the year equipment and stores to the value of \$1,589,483 were disposed of, of which \$1,147,321.27 worth, or 72 per cent was transferred to other departments. The amount of cash realized on the sale of the balance was \$184,980, or 42 per cent of its cost value. The total recovery from disposal was \$1,332,301, or 84 per cent of the cost price.

Special efforts were made to arrange the transfer of such equipment to departments who were in immediate need of the particular goods or articles, and who would otherwise have had to purchase similar goods outside. Transfers so made to other Government departments since the passing of the Order in Council (P.C. 3017) are as follows:—

Public Works	\$ 53,067 10
Public Printing and Stationery.. . . .	112,738 80
The Canadian Air Board.. . . .	153,975 12
Interior.. . . .	70,776 99
Royal Canadian Mounted Police.. . . .	11,035 03
Justice.. . . .	204,166 44
Indian Affairs.. . . .	187,110 48
Mines.. . . .	98,971 98
Militia and Defence.. . . .	154,747 15
Agriculture.. . . .	28,366 03
Finance.. . . .	2,179 03
Naval Service.. . . .	13,332 71
Immigration and Colonization.. . . .	27,152 53
Health.. . . .	2,218 18
Marine and Fisheries	540 66
Post Office.. . . .	216 00
Railways and Canals.. . . .	25,077 02
Customs and Inland Revenue.. . . .	715 00
Labour	700 00
Other boards and departments.. . . .	235 02
	<hr/>
	\$1,147,321 27

12 GEORGE V, A. 1922

ENGINEERING DIVISION

The Engineering Division, prior to March 31, 1921, functioned as a branch of the department with an organization consisting of head office administration and three district offices, each in charge of a superintendent. A resident superintendent in each unit was directly responsible to the district superintendent, who in turn was responsible to Head Office.

With the co-ordinating of the work of the various service branches of the department under the Director of Administration, the Engineering Division became responsible to that directorate, and a corresponding change was made in the units, the district offices being eliminated. The unit engineer formerly known as resident superintendent, is in charge of the engineering activities and is responsible to the Unit Director of Administration, who in turn is responsible to the Director of Administration through the General Superintendent at head office as far as work relating to the Engineering Division is concerned.

The Engineering Division is responsible for all accommodation in use by the department, the checking of accounts for rental, maintenance and repairs to buildings and equipment, fuel supply and fire protection. In June, 1921, the work formerly carried on by the General Division in connection with farms and gardens, mechanical transport and laundries, was transferred to the Engineering Division.

MECHANICAL ENGINEERING

All power plant work in connection with institutions under the jurisdiction of the department is under the direction of the Engineering Division. This work includes construction and maintenance of plant, the selection of fuel and supplies and the control of personnel.

The inspection and supervision of all mechanical and electrical services, water supply and fire protection are also undertaken by the Engineering Division.

In the purchase of fuel a departure from previous custom has been instituted in that fuel is now being purchased on specification on the basis of heating value and ash content. The specification provides for the acceptance of competitive tenders for supplying the fuel required at all institutions. Each tenderer is required to submit with his quotation an analysis of the coal he proposes to supply, and provision is made for the payment of bonuses, or the enforcement of penalties, as the coal supplied exceeds or falls below the standard established by the tenderer in his proposal. The large number of quotations received under this specification is a tribute to its impartiality and to the confidence of the contractors in the quality of their merchandise. Since the beginning of the present fiscal year over 30,000 tons of coal have been purchased in this manner and the resulting economies have more than justified the procedure.

Mechanical engineering as described above is carried out under the direction of the mechanical engineer, who is responsible to the general superintendent.

RENTS AND LEASES

The rentals in force in January, 1921, were \$421,846.02. Upon the amalgamation of the Board of Pension Commissioners for Canada with the Department of Soldiers' Civil Re-establishment, the leases entered into by the commission were transferred to the Department of Soldiers' Civil Re-establishment under the Engineering Division. The acquiring or vacating of accommodation for the use of the Department is arranged by the Department of Public Works, but all rent accounts are certified to by the Engineering Division, and passed to the Department of Public Works for payment.

SESSIONAL PAPER No. 14

The following statement indicates the rentals according to units for the calendar year, giving the number of leases disposed of, the number in force on December 31, 1921, with the amounts of same:—

Unit.	Rent in force January 1, 1921.	Rent vacated during year 1921.	Rent in force as at 31-12-21.	No. of leases in force 1-1-21.	No. leases disposed of during year 1921.	No. leases in force as at 31-12-21.
	\$ cts.	\$ cts.	\$ cts.			
A.....	66,894 21	50,443 46	16,450 75	13	11	2
B.....	9,503 00	8,183 00	1,320 00	14	12	2
C.....	64,381 53	11,790 00	52,591 53	14	9	5
D.....	81,502 07	56,504 40	24,997 67	26	11	15
E.....	744 00		744 00	1		1
F.....	41,868 03	36,348 03	5,520 00	12	9	3
G.....	35,037 20	12,861 20	22,176 00	6	2	4
H.....	10,027 70	1,896 00	8,131 70	5	2	3
I.....	49,924 00	6,022 00	43,902 00	16	5	11
J.....	61,964 28	42,810 00	19,154 28	26	16	10
	421,846 02	226,858 09	194,987 93	133	77	56

\$226,858 09—Total rents vacated during year 1921 in 77 leases.

\$194,987 93—Total rent in force as at 31st December, 1921, in 56 leases.

INSURANCE

The department carries insurance on various properties under lease, when such an obligation is a condition of the lease. The department also carries insurance on all its cars to provide for any liability imposed by law for damage on account of injuries to persons on public highways or to property. In the four years during which such insurance has been carried, net premiums of \$28,601 have been paid, and 200 claims have been settled, amounting to \$7,000 public liability and \$8,000 property damage.

The department also carries insurance on boilers in institutions under its control. This insurance is carried under one blanket policy.

FARMS AND GARDENS

During the year all farms operated for training purposes have been closed, and, with the exception of the farm at Riverglade operated to supply Jordan Memorial Sanatorium, the farming operations are confined generally to garden plots operated in connection with hospitals, by patients under the direction of a gardener. At the Psychopathic Hospitals at Westminster and Ste. Anne's, gardening operations have been carried out on a more extensive scale, on account of the benefit afforded by this work in the treatment of certain classes of patients. All produce grown is disposed of to the institutions at current market prices and credited to gardening operations.

LAUNDRIES

The operation of the department's laundries has resulted in a very definite saving. Not only has the cost per piece been considerably lower than where done under contract, but the life of the departmental linen has been considerably lengthened, and economies effected by having the repairs to it done in the laundry before re-issue.

In order to operate at full time, laundry is shipped from other departmental institutions if within reasonable express distance.

12 GEORGE V, A. 1922

These services are not available to all departmental institutions and in these cases contracts are let to outside laundries. A comparison of the pieces of laundry done during the past year, with the cost per piece, will indicate that the operation of the departmental laundries is an economical one. For the periods November 30, 1920, to October 31, 1921, 2,066,461 pieces were laundered in departmental laundries, at an average cost of 3.2 cents per piece. During the same period 713,030 pieces were laundered by contract at an average of 5.3 cents per piece. The number of pieces laundered for the year being a total of 2,779,491.

MECHANICAL TRANSPORT

On November 1, 1920, the General Division had control of mechanical transport in all units, with a total of 173 cars on strength.

On June 22, 1921, the Engineering Division took over the 102 cars on strength at that time. This total has been further reduced, leaving 58 cars on November 1, 1921.

During the year ending November 1, 1921, 184,507 hours service have been given at an average cost per hour of \$1.15, this includes gasoline, repairs, drivers' wages and tires.

A considerable reduction has been effected in the cost of operation of mechanical transport by the adoption of a policy permitting a small allowance for gasoline in lieu of mechanical transport to certain medical officers in the units who use their own cars on departmental business. A further saving has been effected in the cost of repairs and upkeep in the different units, by making it necessary that no expenditure exceeding \$25 for repairs, etc., be made in the units, without the authority of Head Office having been obtained.

All departmental vehicles are insured under a blanket policy from year to year.

Premium paid May 31, 1921.. . . .	\$6,837 00
Premium cancelled on account of withdrawal of cars from use.	3,714 07
Net premium paid.. . . .	<u>\$3,122 93</u>
Amount of claims paid by Insurance Co. from May 31 to December 31, 1921, approximately.. . . .	\$3,500

A complete set of records is kept on each and every vehicle, and on all tires and tubes, as well as a record of maintenance and repair costs, including gasoline, oil, grease, drivers' wages, and all supplies.

GENERAL SERVICES

Prior to March 31, 1921, all maintenance and repairs to the departmental institutions were undertaken by the Engineering Branch. This arrangement was modified on April 1, 1921, in that as far as minor repairs and alterations were concerned they were to be carried out by the Engineering Division, although all major work was referred to the Department of Public Works. This work, in practically all cases, has been let by contract with the concurrence of the Engineering Division which has exercised careful check on it during its progress.

During the year ending November 30, 1921, 1,394 work orders in the amount of \$212,841.69 were authorized and completed. Since April 1, 1921, when the new arrangement prevailed, to October 31, 1921, (7 months) 746 work orders have been authorized at an expenditure of \$42,394.45.

A number of institutions have been closed during the past year, thereby materially reducing the expenditure for maintenance and repairs. The expenditure incurred by the Department of Public Works for major repairs since April 1, 1921, is not available. That department's appropriation for the fiscal year is \$175,000, and the proportionate amount expended to date is well within the appropriation.

SESSIONAL PAPER No. 14

CENTRAL REGISTRY

The report of Central Registry for 1921 is necessarily shown in two periods, the first from January 1 till June 30, for which record of S.C.R. files is shown; and from July 1 to December 31, for which record of both S.C.R. and B.P.C. files is shown.

It will be noted that the amount of work and the number of staff decreased from January owing to the decrease in the general activities of the department. With the commencement of combining the S.C.R. and B.P.C. files in July, the work and staff naturally increased very suddenly, forty-five extra clerks being used at night on combining. As the result of combining of the files, although the volume of departmental work remains about the same, the number of files issued from Central Registry has been reduced by nearly fifty per cent. The number of staff shows a substantial decrease and in spite of the fact that the extra work of combining, making cross references, etc., is not completed, this work, as well as the routine work, is now being carried on with a number equal to the total of the two separate Central Registries staff. It is anticipated that all details of the combining of the two Central Registries will be completed by March 31, 1922, when a total staff of about one hundred and twenty-five should be sufficient to operate Central Registry effectively. This will be roughly sixty per cent of the number of people required to staff both Central Registries when operating under separate roofs.

JANUARY TO JUNE

JULY TO DECEMBER

Before Amalgamation with B.P.C.

After Amalgamation with B.P.C.

INCOMING CORRESPONDENCE

INCOMING CORRESPONDENCE

Mail.. . . .	268,337
Average per week (Jan.).. . .	10,641
" " " (June).. . .	8,299
Telegrams.. . . .	3,143
Average per week (Jan.).. . .	152
" " " (June).. . .	107

Mail.. . . .	481,338
Average per week (July).. . .	17,501
" " " (Dec.).. . .	18,877
Telegrams.. . . .	5,050
Average per week (July).. . .	198
" " " (Dec.).. . .	194

ALLOCATION

ALLOCATION

Files issued.. . . .	201,102
Average per week (Jan.).. . .	9,918
" " " (June).. . .	6,238

Files issued.. . . .	353,269
Average per week (July).. . .	19,058
" " " (Dec.).. . .	10,018

RECHARGES

RECHARGES

Passed from Branch to Branch

Passed from Branch to Branch

Recharged.. . . .	39,336
Average per week (Jan.).. . .	1,607
" " " (June).. . .	1,608

Recharged.. . . .	151,379
Average per week (July).. . .	10,348
" " " (Dec.).. . .	6,981

OUTGOING CORRESPONDENCE

OUTGOING CORRESPONDENCE

Mail.. . . .	259,721
Average per week (Jan.).. . .	9,882
" " " (June).. . .	9,379
Telegrams.. . . .	2,749
Average per week (Jan.).. . .	126
" " " (June).. . .	73

Mail.. . . .	489,253
Average per week (July).. . .	19,739
" " " (Dec.).. . .	17,156
Telegrams.. . . .	3,404
Average per week (July).. . .	101
" " " (Dec.).. . .	183

STAFF

STAFF

January.. . . .	90
June.. . . .	68

July.. . . .	238
December.. . . .	189

12 GEORGE V, A. 1922

ACCOUNTS AND AUDIT BRANCH

The Accounts and Audit Branch is charged with making all authorized expenditures of the department. It is responsible for and controls all cash transactions and their proper accounting and auditing in all branches and divisions of the department.

The principal functions may therefore be outlined as follows:—

- (a) The supervision of all departmental expenditures and receipts.
- (b) The disbursement and receipt of monies.
- (c) The accounting and classification of expenditures and receipts.
- (d) The payment of and accounting for pensions, authorized by the Board of Pension Commissioners for Canada.
- (e) The issue of warrants for railway and other forms of transportation and the proper accounting thereof.
- (f) The auditing of all expenditures and receipts.
- (g) The auditing of the accounting records of provincial and public institutions in which patients of the department are treated.

These functions involve the payment of pay and allowances and of pensions to or in respect of former members of the forces, Canadian, Imperial, Allied; and of long service pensions to former members of the active militia. Financial transactions in connection with the treatment, training and re-establishment of ex-members of the forces, are dealt with and accounted for by the branch daily.

The branch is organized into five divisions and a special section as follows:—

- (a) General Accounts Division.
- (b) Audit Division.
- (c) Statistics Division.
- (d) Pension Pay Division.
- (e) Pension Accounts Division.
- (f) Transportation Section.

During the first two months of the year, the district offices of the Board of Pension Commissioners for Canada were amalgamated with and absorbed by the unit offices of the department. All local disbursements, payment of salaries, and accounting for the district offices, and the accounting of the Pension Administration Fund on behalf of the Board of Pension Commissioners, were placed in charge of the unit accountants concerned.

In May and June, the disbursement and accounting organization of the Board of Pension Commissioners charged with the payment of pensions, the payment of the operating expenses of the board and the accounting for such payments, was placed under the direction of the Supervisor of Expenditures.

Since this amalgamation, considerable re-organization of staff and operating methods has been effected, resulting in a saving of personnel and effort. The pooling of experience, mechanical and staff facilities, and the best methods and systems developed by both organizations has led to increased efficiency without in any way sacrificing service to the returned soldier or pensioner.

The billing and recovery from foreign Governments for services rendered in connection with the treatment, training, payment of pensions and general re-establishment of former foreign soldiers has become of ever-increasing importance. Far more detail is involved in keeping records for these foreign governments than is the case for ex-members of the Canadian Forces, as practically all the governments concerned require and demand the most precise and complete facts in connection with each case. A special section of the Accounts Division at Head Office deals solely with this matter.

SESSIONAL PAPER No. 14

Early in the year, the Government inaugurated a scheme of granting relief to unemployed ex-members of the forces. This scheme was put into effect by the department with little or no increase in staff. This branch dealt with tens of thousands of extra accounts during the first four months of the year.

The following statement visualizes what has been dealt with by the branch:—

Items.	Months.			
	April, 1919. (a)	March, 1920. (b)	Sept., 1920. (c)	Oct., 1921. (d)
Number of staff.....	3,891	9,035	6,629	4,836 (e)
Total salaries paid.....	\$361,036.00	\$890,767.25	\$686,171.14	\$486,812.45 (f)
Number of patients.....	5,643	6,860	4,756	4,778
Treatment P. and A.....	\$329,265.30	\$740,811.12	\$247,419.46	\$305,231.61
Number of students.....	6,096	25,673	8,290	675
Training P. and A.....	\$377,131.48	\$2,709,698.06	\$866,089.17	\$85,80.835
Expenditure for general accounts.....	\$378,980.09	\$2,057,809.86	\$1,213,865.54	\$472,539.56
Total number of cheques issued.....	34,744	147,582	58,014	105,358 (g)
Refunds of expenditure.....	\$37,445.57 (Mar. 1919)	\$178,160.10	\$209,513.17 (Oct. 1920)	\$160,577.69
Number of pensions in force (h).....	59,088	89,507	88,719	69,042
Amount paid in pensions (h).....	\$1,447,767.12	\$2,193,446.93	\$4,563,881.63 (i)	\$2,876,701.43
Transportation warrants issued.....	2,735	20,923	11,033	5,666
Value of transportation paid.....	\$27,948.37	\$46,010.74	\$66,275.33	\$34,654.66

(a) Figures for April, 1919, reflect the first effects of return to Canada and demobilization of Canadian Expeditionary Force.

(b) In March, 1920, the work and activities of the department were at the peak, particularly vocational training.

(c) September, 1920, shows that vocational training was dropping off rapidly and the department was approaching more stable conditions.

(d) October, 1921, shows the department running on more normal lines with a tendency to increased activities due to the increase of patients, sickness of pensioners and unemployment conditions.

(e) Includes staff of 497 taken over in June, 1921, from Board of Pension Commissioners for Canada.

(f) Salary for October, 1921, includes \$34,910.77 paid to the former staff of the B.P.C.

(g) Cheques issued in October, 1921, include 68328 on account of Canadian pensions; 9395 on account of Imperial pensions; and 27635 on account of S.C.R. payments.

(h) Statistics of pensions and amount of pensions paid in March, 1919, March, 1920, and October, 1920, cover period under the jurisdiction of the Board of Pension Commissioners for Canada.

(i) The large amount of pensions paid in October 1920, reflect the heavy final payments by agreement authorized by Parliament in session of 1920.

It may be noted that in addition to the payments made personally to staff, patients, students and pensioners and dependents of the latter three classes, detailed records are kept of some 11,000 real and personal accounts.

The accounting system of the department is a double entry one which interlocks with the financial system of the Dominion. It is co-ordinated with a detailed cost accounting system in the Orthopædic and Surgical Appliances Branch designed to show production costs, and with subsidiary systems designed to record stores transactions, sanatoria and hospital costs, and other essential operating cost information. Expenditures and receipts are analyzed into over 250 accounts called standing order numbers, applicable to some 300 offices and institutions operated by or rendering services to the department. The system provides for financial statistics as well as financial statements and reports. The accounting system is put into effect by the Accounts, Audit and Statistics Divisions, whose organization and functions are outlined hereafter.

12 GEORGE V, A. 1922

THE GENERAL ACCOUNTS DIVISION

The Accounts Division comprises a unit accounting staff under a unit accountant in each of the principal cities of the Dominion and a similar staff for the Head Office unit. The unit accountant is responsible through the Unit Director of Administration to the Chief of the Division at Head Office. The work of the accounting staff includes the following:—

(1) The examination, recording and classification of all expenditure vouchers, which have been certified or approved by a responsible officer of the department.

(2) The preparation of pay-lists supporting payments to staff, patients and students of the department.

(3) The issue of cheques on a unit letter of credit, established in the Bank of Montreal, at Ottawa, in payment of all expenditure vouchers, including pay-lists, which have been passed by the unit auditor. Every effort is directed to make prompt payment of invoices in order to obtain the discounts offered. The amount thus earned during the year was \$12,731.19.

(4) The listing and classification of all expenditures on an invoice (voucher) register.

(5) The listing of all cheques issued on the unit letter of credit on daily and monthly reports for transmission to Head Office for the information of the Finance Department and of the Auditor General.

(6) The preparation and submission to Head Office of detailed data for the collection of accounts receivable from foreign Governments and other debtors of the department.

(7) The keeping of adequate books and records of account:—

(a) Staff, Patient and Student Ledgers.

(b) Purchase (Vendors) Ledgers.

(c) Loans Ledgers (Loans under P.C. 2329 of 1919).

(d) Petty Cash Book and Ledger.

(e) Administration Fund Ledger (Dependent Pensioners).

(f) Postage Records.

(g) Stores, Equipment and Surplus Stores Ledgers.

(8) The collection, receipt and deposit to the credit of the Receiver General of all incoming moneys and funds derived from the various activities of the department.

(9) The listing and classification of all such receipts and refunds on a refund register.

(10) The journalizing of all financial transactions and adjustments, not involving the disbursement or receipt of cash, such as stores' transfers and issues, consumption of supplies, manufacturing operations, distribution of expense, and so forth.

(11) The periodical balancing of all books and records of disbursements and receipts.

(12) The operation of a stores and equipment accounting system designed to produce a perpetual inventory of stores, equipment and surplus stores; and the submission of periodical money value reports in connection therewith.

(13) The collection and compilation of financial and other data from which financial reports and statements may be prepared at Head Office.

(14) The submission of periodical and special reports on the units' operations.

(15) The collection and transmission to the Director of Insurance at Head Office of application and renewal premiums on account of the "Returned Soldiers' Insurance" scheme.

SESSIONAL PAPER No. 14

HEAD OFFICE ACCOUNTS DIVISION

At Head Office, a section of the Accounts Division performs duties exactly the same as those in a unit office. This section deals with all expenditures incurred outside of Canada and makes payment of all foreign accounts, pay and allowances in the United States of America, and expenses on account of care, treatment and maintenance of both Canadian and Imperial ex-soldiers in the United States of America, and also deals with all expenditures incurred by or in respect of the Board of Pension Commissioners for Canada since the beginning of June, 1921. It is also responsible for 647 War Service Gratuity accounts, the balance of 2,700 transferred by the Department of Militia and Defence on account of men discharged direct by that department to this department. The Voucher Section handles and files all paid vouchers and reports submitted by the units and transmits the original copies of such paid vouchers to the Auditor General. The Accounts Receivable Section receives from all unit and disbursing offices reports and vouchers for services rendered foreign Governments, Provincial and Dominion departments, outside organizations, private firms and individuals. The section maintains general accounts and keeps records in respect of more than 10,000 individuals treated, cared for and maintained. It also deals with the billing of and collection from foreign Governments for the cost of medical examinations performed in connection with the award of pensions. The Book-keeping Section receives and records all unit and Head Office documents reporting disbursements and receipts, and other financial transactions. These reports, which include invoice registers, refund registers and journal vouchers, are bound into permanent form, thus becoming the books of original entry for the department; these records are equivalent to the customary cash book, journal, sales book, purchase journal, and so forth of a private organization. This section maintains the General and Appropriation Ledgers of the department, which are balanced at the end of every month. The detailed postings for these books are obtained from the Statistics Division. This section is also responsible for maintaining constant and close relations with both the Finance Department and the Auditor General. It submits monthly returns of expenditures and receipts to both.

The volume of detail handled by the Accounts Division, both in the units and at Head Office, is illustrated by the following facts and figures:—

- (1) 236,763 vouchers were dealt with and listed on the invoice registers; copies were filed in the units and at Head Office, and the originals passed to the Auditor General; over 130,000 of these vouchers originated with "Relief" scheme transactions.
- (2) 499,973 cheques were issued by the units and Head Office in payment of the above-mentioned vouchers; 77,297 being in payment of "Relief" scheme claims.
- (3) 8,645 invoice registers were created to record the cash transactions enumerated above.
- (4) 10,245 cash refund transactions were recorded and reported in turn to Head Office, to the Finance Department, and to the Auditor General.
- (5) 19,668 journal vouchers were issued reporting over 100,000 transactions and adjustments requiring to be journalized at Head Office.

This division submits three times a month a statement of expenditures from the various appropriations operated by the department, and within three weeks after the close of the month is able to submit a complete trial balance of the general ledger covering entries made and reported by the units to the end of that month.

12 GEORGE V, A. 1922

STATISTICS DIVISION

The distinctive feature of the department's system of accounting is the mechanical method of transcribing and compiling the details and figures reported by the staffs at the units and head office engaged in making disbursements and the accounting of same.

The Statistics Division is responsible for punching, on specially designed Hollerith cards, the accounting details for every transaction reported on the various documents of original entry—invoice registers, refund registers, journal vouchers. The operation of punching a card is equivalent to making an entry in a journal, cash book or other book of original entry. Instead of posting these items to subsidiary and control ledgers, the cards are automatically sorted, in a machine called the "Sorter," according to offices and institutions and standing order numbers—real or nominal accounts—to be charged or credited. The totals chargeable and to be credited to an office or institution, and to each standing order number applicable thereto are then accumulated on another machine called the "Tabulator." Control account totals by units are posted to the General Ledger of the department. Subsidiary and sub-totals, subdivided in a variety of ways, depending upon circumstances, are posted to current financial statements and cost reports. Cards are self-balanced periodically, and once a month are balanced with the cash expenditure and the receipt totals. This latter balance is practically a trial balance of the General Ledger of the department. About 400,000 cards were created during the past year to record the accounting data. These cards were handled on an average of eight times apiece. The operations of sorting and tabulating are analogous to posting a ledger, footing the debit and credit columns, and taking off balances of the ledger accounts.

The Statistics Division also collects, analyzes and summarizes other classes of statistical records. Its mechanical equipment serves to dissect and accumulate statistics relating to staff, patients, students, unemployment relief and medical facts. Over 200,000 cards have been created and put through the machines to provide for these classes of information.

AUDIT DIVISION

Though the accounting system in vogue is adequate, complete and self-balancing, and provides for certain essential checks, experience has demonstrated that a detailed local and internal check of all transactions and records must take place immediately after the record is made, and preferably in the same place or as near as possible where the transaction has occurred and the record is kept. -

To provide for closer supervision and scrutiny over expenditures and receipts and to obtain independent financial reports from officers not directly interested in the spending and accounting of departmental funds, an Audit Division under a Chief Auditor was organized late in 1919.

The Chief Auditor at Head Office is responsible to the Supervisor of Expenditures. Under his direction, a unit auditor and necessary staff is stationed at each unit. These auditors are and have the status of Head Office officials, thus making them independent of the unit administration staff.

The duties of the Audit Division, as separate from the Accounts Division, may be briefly outlined as follows:—

1. The pre-audit, before payment is made, of all expenditure vouchers and other claims upon public funds. The authority for incurring the expenditure, the approval for payment and the details of the claims are subject to careful scrutiny.

2. The verification and pre-audit of all staff salary and pay and allowance pay-lists, and of all individual ledger accounts kept for patients undergoing treatment, students in training and members of the staff.

3. The scrutiny of all cheques drawn on the letter of credit, administration and contingency accounts in payment of the above-mentioned items before their release to the payees.

SESSIONAL PAPER No. 14

4. The checking and verification of the distribution and classification of the expenditures listed on the invoice (voucher) registers.

5. The verification of all petty cash, contingency and imprest funds administered in each unit.

6. The verification and audit of all loans' ledger accounts maintained in connection with loans granted under the authority of P.C. 2329 of 1919.

7. The audit of the purchase ledger; *i.e.*, the accounts kept with creditors of the department, other than staff, students and patients.

8. The audit of the "Pension Administration Fund" ledger containing the accounts of the moneys held in trust for orphans and other dependent pensioners held incapable of managing their pension income. The fund is administered by officers of the department on behalf of the Board of Pension Commissioners for Canada.

9. The continuous daily check of Returned Soldiers' Insurance application and renewal premiums.

10. The audit of the accounting records of the Orthopædic and Surgical Appliances Branch.

11. The audit and verification of all cash receipts and refunds, with particular reference to their sources, and their classification and distribution on the refund registers.

12. Independent test inventories of stores, equipment and surplus stores on hand.

13. The checking of all journal vouchers.

14. Verification and audit of all special claims and vouchers paid at Head Office only. These vouchers relate to coal contracts, large capital expenditures, payments by foreign drafts, transportation accounts for patients, students, staff, and freight and express.

15. The making of special investigations and the submission of reports, either from the units or at outside points, under instructions from the Supervisor of Expenditures. These investigations comprise complete detailed verification and audit of the books and accounting records of outside institutions doing business with and rendering service to the department. The auditor's instructions usually call for a detailed examination of the system of ascertaining cost, and frequently for reports upon the methods of administration and so forth.

The following institutions have been investigated and reported upon in this respect:—

Nova Scotia Sanatorium, Kentville, N.S.

Queen Alexandra Sanatorium, Byron, Ont.

Mountain Sanatorium, Hamilton, Ont.

Manitoba Sanatorium, Ninette, Man.

Saskatchewan Sanatorium, Fort Qu'Appelle, Sask.

Tranquille Sanatorium, Tranquille, B.C.

Royal Inland Hospital, Kamloops, B.C.

Based upon the reports submitted and daily patient day costs ascertained by the auditor, payments are made by the department for the care and maintenance of its patients in outside institutions. Periodical adjustments are also arrived at on a similar basis.

16. Monthly audit of all books and accounts of canteens operated in departmental institutions.

17. The systematic monthly audit of the "Disablement Fund." The unit auditor submits a certified statement as to the bank and book balances to the assistant deputy minister at Head Office.

At the request of local administrative officers, the Audit Division has been called on during the year to make an audit and survey of the standing of a business into which returned soldiers jointly or separately have put the tools and equipment purchased by the department on a loans agreement. In such cases direction and

12 GEORGE V, A. 1922

guidance has been furnished, preventing loss and possible failure, while at the same time also affording protection to public funds being disbursed as loans by the department.

Unit auditors are called upon to render to Head Office a monthly summarized report of the work of their respective units. This report deals with the details and the volume of the work handled during the month by both the Accounts and Audit staffs.

The attention of executives at Head Office is directed to such items of expenditure or procedure as the unit auditor thinks worthy of special mention. The unit auditor is also called upon to make suggestions and recommendations for the furtherance of the department's interests, protection and efficiency.

The system of local and independent administrative check of all records, reports and books of account, has afforded a maximum of protection to the public funds while at the same time it has paved the way for the prompt payment of accounts and pay and allowances.

Furthermore, immediate and accurate reports have been available for the guidance and information of the officials at Head Office and for the Government departments concerned with the fiscal operations of the department.

TRANSPORTATION SECTION

The Transportation Section, organized in April, 1919, was transferred by the Administration to the Accounts and Audit Branch in June, 1921. In May, 1921, the transportation records of the Board of Pension Commissioners for Canada were handed over to, and their duties in this respect assumed by this section.

The duties of the section may be outlined as follows:—

1. The checking of used transportation, freight and express, and half-fare warrants as to mileage, weight, tonnage, extensions, etc.; and the certification for payment of railway and transportation companies' accounts for same.

2. The compilation of monthly statements showing cost of transportation furnished ex-members of forces to be collected from foreign Governments.

3. The custody and issue of transportation warrant books to unit and individual officials.

4. Verifying authority for and correctness of all shipments covered by freight and express warrants; checking freight and express used warrants and transportation companies' accounts for same with the official tariffs.

5. Correspondence with railway and transportation companies on all relative subjects, accounts, corrections, return of unused tickets, warrants and so forth.

6. The compilation of various monthly statements and reports such as:—

- (a) Current liability to transportation companies.

- (b) Amounts paid to the companies for various classes of transportation.

- (c) Distribution of transportation costs by units (i.e., Provinces of the Dominion).

- (d) Unit costs of transportation for information of the Unit Director of Administration and Unit Medical Director.

PASSENGER TRANSPORTATION

During the year, 60,150 passenger transportation warrants have been issued. The transportation companies have presented accounts supported by the original copies of the used warrants, which after checking, etc., have been paid, involving an expenditure of \$409,666.63, distributed as follows:—

Canadian National Railways.. . . .	\$228,262 55
Canadian Pacific Railway.. . . .	158,369 32
Sundry railways.. . . .	23,034 76
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	\$409,666 63

The distribution of this expenditure by provinces and services is shown in the accompanying statement:—

12 GEORGE V, A. 1922

The undrawn amounts have been expended for transportation of soldiers and pensioners of various Allied Governments and other Government departments. These charges have now been recovered or are being collected from the following:—

GOVERNMENT		DEPARTMENT	
Imperial.. . . .	\$10,625 56	Department of Indian Affairs..	\$ 5 76
Newfoundland .. .	1,131 06	Royal Canadian Mounted Police..	24 54
Australian.. . . .	569 10	Provincial Governments.. . . .	52 02
American.. . . .	823 77	Militia and Defence.. . . .	155 23
French.. . . .	392 73	Disabled Seamen's Fund	140 00
Belgian.. . . .	5 76	Disablement Fund.. . . .	76 67
Imperial Pensions .. .	11,101 24		
Newfoundland Pensions .. .	144 71		\$ 454 22
Australian Pensions.. . . .	25 23	Forward.. . . .	24,823 06
New Zealand Pensions.. . . .	3 90		
	<hr/>		<hr/>
	\$24,823 06	Total.. . . .	\$25,277 28

The total amount collected from Allied Governments and other departments for transportation of soldiers and pensioners during the year was \$10,842.81.

Unused tickets amounting to \$4,832.14 were returned to this office. These were submitted to the railroad companies for refund, and after cheque was received, value of same credited to the unit against which they were charged.

The amount of \$1,482.19 was collected and credited to different warrants which were misused or issued on repayment.

There are still outstanding approximately 12,950 transportation warrants that were issued in the past year. Bills covering charges on these have not, as yet, been presented by the railroad companies for payment. A large percentage of these warrants are for transportation over the Canadian National Railways.

FREIGHT AND EXPRESS WARRANTS

During the year, 5,300 freight and express warrants were issued.

The total charges on freight and express warrants paid during the past year were \$88,295.77, distributed as follows:—

Canadian National Railways.. . . .	\$20,811 18
Canadian Pacific Railway.. . . .	28,672 66
Canadian Express	8,521 27
Dominion Express.. . . .	20,677 61
Canadian National Express.. . . .	8,499 61
Sundries.. . . .	1,113 44
	<hr/>
Total.. . . .	\$88,295 77

Each item on these freight and express warrants was classified and the rates checked according to the official freight and express tariffs.

The expenditure of all units for freight and express during the year was distributed as follows:—

Unit	Province	Amount
"A"	Quebec.. . . .	\$31,385 23
"B"	Nova Scotia and Prince Edward Island.. . . .	3,286 48
"C"	Eastern Ontario.. . . .	999 49
"D"	Central Ontario.. . . .	11,478 44
"F"	Western Ontario.. . . .	7,563 57
"G"	Manitoba.. . . .	3,657 56
"H"	Saskatchewan.. . . .	2,938 47
"I"	Alberta.. . . .	7,804 09
"J"	British Columbia.. . . .	6,779 19
"K"	New Brunswick.. . . .	4,676 72
"L"	Yukon.. . . .	17 80
"U"	United States.. . . .	14 90
H.O.	Ottawa (whole Department).. . .	7,693 83
		<hr/>
Total.. . . .		\$88,295 77

SESSIONAL PAPER No. 14

HALF-FARE CERTIFICATES—FORM 163

Half-fare certificates were obtained by the units direct from the Canadian Passenger Association, Montreal, during the year. The duplicate copies of these were forwarded to Head Office on an appropriate return at the end of each month.

The total cost of transportation to date is reflected in the following:—

Cost of transportation from April, 1919, to December, 1920..	\$ 732,344 30
Cost of transportation from December, 1920, to December, 1921..	409,666 63
Cost of freight and express from April, 1919, to December, 1920..	122,995 05
Cost of freight and express from December, 1920, to December, 1921..	88,295 77
Total..	<u>\$1,353,301 75</u>

PENSIONS PAY DIVISION

The functions of the Pensions Pay Division include the payment and individual accounting of Canadian, Militia Long Service and New Zealand pensions, and British, French and Italian supplementary pensions. At the time of preparation of this report there are a total of 66,817 pensions in force, with an estimated annual liability of \$30,480,351.35, chargeable to the European War. In addition, 663 pensions are in force payable on account of Fenian Raid, Rebellion of 1885, and Militia Long Service.

Canadian pensioners resident in Canada and the United States of America..	58,117
Canadian pensioners resident in British Isles and other foreign countries..	8,617
New Zealand pensioners resident in Canada..	31
Italian pensioners resident in Canada whose pensions are being supplemented to Canadian rates in accordance with the Pension Act, on the pre-war residence clause..	2
French and Belgian supplementary pensioners..	50
	<u>66,817</u>
1885, Militia Long Service and Fenian Raid..	663

The work of the division is carried on by three sections respectively, the Ledger, Addressograph and Mechanical, and Abstract and Mailing Sections. The payment and accounting of a pension follows directly upon the official decision and award of the Board of Pension Commissioners for Canada. In the Ledger Section the essential details of the Board's decisions are posted to ledger cards which provide for complete records of the pension payments. In the Addressograph and Mechanical Section, the decisions of the Board are given effect to by cutting stencils in a "Graphotype" machine, showing the pensioners' names, numbers, addresses and monthly amounts of pension. In both sections, changes, adjustments, increases, decreases in the amounts of pension, and changes of address are reflected both on the ledger card and in the stencil in a similar manner.

The Ledger Section is responsible for computing and checking the amounts of adjustments and back pensions, as well as the monthly amount payable. This section is also responsible for the temporary suspension and resumption of pension payments to pensioners undergoing vocational training, for suspensions due to failure of pensioner to report for medical re-examination, for failure to locate pensioner, for improper conduct, and for other authorized reasons. This section carries on a voluminous correspondence with pensioners and their dependents on every conceivable phase of pension payments. Over 3,500 pensioners' files are dealt with by the section in the course of a week.

12 GEORGE V, A. 1922

About the twentieth of each month the ledger card entry of the month's pension is checked to the corresponding stencil; that is, the current month's payment is authorized. The stencils are then placed in an "Addressograph" machine, which automatically prints the essential details of the payer, the amount and the consecutive number on the pension cheque.

The printed pension cheque and the corresponding ledger card are then passed to another machine called an "Audit machine." Here the operator checks the amount of pension with the amount authorized on the ledger card. The same machine stamps one signature on the cheque while at the same time printing the consecutive number of the cheque on the ledger card opposite the month and the amount of payment authorized. Another operator checks the number posted on the card with the number on the cheque. Other essential group operation checks have been developed and are employed in the routine handling of all stencils, cheques and ledger cards.

The Abstract and Mailing Section prepares and issues cheques for the amounts of adjustments and back pensions which cannot be taken care of by the mechanical system of the division. This section lists all cheques issued on "Abstracts," totalling same for the posting of the Appropriation Ledgers, and for transmission to the Finance Department and the Auditor General. It is responsible for the addressing, if necessary, and the mailing of all pension cheques. The tracing through the post office of misdirected or lost cheques is one of its most important duties.

During the year 6,930 cheques were returned by the post office due to wrong addresses, missing pensioners, failure to locate pensioners, and so forth; the majority of these returned cheques were eventually re-mailed to their proper destinations.

During the past year 916,216 pension cheques were issued and transmitted to Canadians and other pensioners, made up as follows:—

Canadian pensioners resident in American Continent	735,789
Canadian pensioners resident in England and other countries ..	113,391
Adjustments	67,036

The Addressograph and Mechanical Section cuts stencils and prints cheques for the payment of Imperial pensions in Canada and the United States of America on behalf of the Imperial Pension Office. During the year 145,712 cheques were printed in this respect. This section also prints renewal premium and receipt notices for the Director of Insurance. The Mechanical Section has charge of 22 electrically-driven machines, which, in addition to providing for the cutting of stencils, the numbering and signing of pension cheques, the checking and posting of ledger cards, binds cheque copies, franks and seals envelopes and performs other mechanical operations.

In September of the current year, an amendment to the Pension Act, providing for the awarding and payment of 50 per cent bonus to pensioners residing outside of Canada, instead of 20 per cent which was the figure prior to that date, was put into effect by this Division resulting in over 4,200 adjustments and increases.

In accordance with another amendment to the Pension Act, providing for the payment, at the option of the pensioner of a final lump sum to pensioners enjoying a pension based on 14 per cent disability or less, in lieu of periodical monthly or semi-annual payments; up to the 31st December, 1921, 22,351 final payments by agreement were made involving the sum of \$9,210,312.96.

PENSIONS ACCOUNTS DIVISION

The Pensions Accounts Division, formerly the Accounts Branch of the Board of Pension Commissioners for Canada, transferred its duties with respect to the payment and accounting for District Office expenditures to the unit staffs of the General Accounts Division during the months of January and February of this year; and with respect to Head Office payment of salaries and operating expenses of the Board, to the Head Office Accounts Division in June and July.

SESSIONAL PAPER No. 14

The division is now responsible for:—

1. The classification and accounting of total pension expenditures under the various appropriations voted by Parliament.
2. The preparation and submission to both the Finance Department and the Auditor General of appropriate pension expenditure returns.
3. The receipt and accounting of refunds and recoveries of pension expenditures.
4. The auditing, on behalf of the Board of Pension Commissioners for Canada, of the Pensions Administration Fund operated by the Unit Accounting staffs of the department.
5. The compilation of financial statistics respecting pensions and pensioners.
6. The preparation of estimates of pension expenditure for submission to Parliament.

EXPENDITURE DETAILS

The pension expenditures chargeable to the "European War Pensions," appropriations during the year ending December 31, 1921, were grouped as follows:—

European War Pensions—

"A"—Pensions and gratuities.. . . .	\$31,533,422 98
"B"—Final payment by agreement.. . . .	3,287,011 28
"C"—Supplementary Imperial.. . . .	74,218 13
"D"—Supplementary French and Belgian.. . . .	32,424 19
"E"—Supplementary Italian	2,295 89
"F"—Miscellaneous.. . . .	8,396 02
"G"—Burial grants.. . . .	9,997 74
"H"—Decoration awards.. . . .	14,322 33
	<hr/>
	\$34,962,088 56

"A"—Pensions and gratuities expenditure represents the total amount paid in monthly pensions; also cash gratuities paid to pensioners with a disability of less than 5 per cent.

"B"—Final payment by agreement—On the 1st of September, 1920, Parliament authorized an additional paragraph as a foot note to schedule "A" of the Pension Act, 1919, giving pensioners in receipt of disability pension between five and nine per cent (5 and 9%) the privilege of accepting a lump sum as final payment, but such sum was not to exceed \$300; in cases of disability between ten and fourteen per cent (10 and 14%) the sum was not to exceed \$600. In both cases the amount awarded must be determined in accordance with the extent of the disability and its probable duration. If a married pensioner desires to accept final payment, the consent of his wife, also must be secured.

"C"—Supplementary Imperial expenditure is the provision for the supplementing of pensions, to equal Canadian rates, to warrant officers and higher ranks of the Imperial Forces who were pre-war residents in Canada; and to the dependents of such officers, during the continuance of their residence in Canada. Imperial pensions to such pre-war resident ex-officers are not as large as the corresponding Canadian pensions.

"D," "E" and "F"—Supplementary French, Belgian and Italian expenditures cover the supplementing of pensions paid to dependents of all ranks of the forces of His Majesty's Allies, to equal Canadian rates. These payments are made out of Canadian funds, provided such pensioners were pre-war residents of Canada; and during their continuance of residence in Canada.

"F"—Miscellaneous—This represents expenditure on account of New Zealand pensioners, who are resident in Canada. Such expenditure is recoverable from the New Zealand Government.

12 GEORGE V, A. 1922

“G”—Burial Grant—When a pensioner, on account of his disability, has died, and his estate is not sufficient to pay the expenses of his last sickness and burial, the department may pay such expenses, or a portion thereof, but the payment in any such case shall not exceed one hundred dollars (\$100). From January 1, 1921, to December 31, 1921, assistance was given in one hundred and nine (109) cases.

“H”—Decoration Awards Expenditure—represents payments made to Canadian soldiers who have been awarded the Victoria Cross, Distinguished Conduct Medal or Military Cross for gallantry on the field, and is purely an Imperial award; the amount expended on account of same is recoverable from the Imperial Government.

1901 Pension Act—Expenditure—January 1, 1921, to December 31, 1921—\$432,997.42.

The above pensions numbering 553 are awarded by the Pensions and Claims Board, Department of Militia and Defence, and are paid in accordance with Militia Pensions Act of 1901, to members of the Permanent Force, as a Long Service pension.

North West Rebellion, 1885 and General—Expenditure—January 1, 1921, to December 31, 1921—\$31,145.33.

The above pensions numbering 109 are payable on account of disabilities incurred in the Northwest Rebellion of 1885; and to the dependents of those killed.

Fenian Raid—Expenditure—January 1, 1921, to December 31, 1921—\$753.75.

One pension only is being paid for a disability incurred in the Fenian Raid of 1866.

The following comparative table shows pension expenditure for the past fiscal periods:—

Fiscal Year Ending March 31	European War Pensions	1901 Pensions Act	1885 and General	Fenian Raid
1917.. .. .	\$ 1,791,566 50	\$ 46,347 87	\$19,613 21	\$1,467 80
1918.. .. .	7,402,253 53	80,463 19	17,551 60	1,170 25
1919.. .. .	16,752,235 48	127,186 74	18,682 55	1,280 25
1920.. .. .	24,045,030 36	219,590 32	17,996 58	720 91
1921.. .. .	36,820,534 18	388,264 16	23,391 85	514 25
	<hr/> \$86,811,620 05	<hr/> \$861,852 28	<hr/> \$97,235 79	<hr/> \$5,153 46

Pension expenditures since the 1st of April, 1921, are detailed in Statement No. 4 at the end of this report.

All cheques in payment of pensions are issued monthly in arrears, from Head Office, Ottawa, in Canadian currency, no matter in which country the pensioner may reside:

Pensioners, as may be seen from the undernoted list, are scattered all over the Globe:—

In the United States.. .. .	4,200 (approximately)
In the British Isles.. .. .	8,000 "
In other countries (as under).. .. .	700 "

Argentina,	Australia,	Belgium,
Brazil,	British Guiana,	British East Africa,
British West Indies,	Bahama Islands,	Bulgaria,
Ceylon,	Channel Islands,	China,
Cuba,	Denmark,	Egypt,
Finland,	France,	Greece,
Hawaian Islands,	Holland,	Iceland,
India,	Italy,	Japan,
Malta,	Mauritius,	Roumania,
Canary Islands,	Latvia,	Netherlands,
Central America,	Norway,	Montenegro,
Newfoundland,	New Zealand,	Poland,
Russia,	Serbia,	Sicily,
Straits Settlements,	Spain	Switzerland,
South Africa,	Sweden,	Turkey.

Soldiers' Aid Commission.—Besides such accounts as are administreed as above, the Soldiers' Aid Commission of Ontario, acting under Bill No. 224 passed by the Provincial Government, is authorized to act as guardian or administrator on behalf of orphan children, and is at present looking after the interests of two hundred and fifty-one (251) children receiving pensions, except in those cases where satisfactory legal guardians have already been appointed.

The preceding expenditure and arrangement is in connection with pensioners of European War origin.

The following statistics show the present status of the pension liability and the various classes of changes and facts which bear on or may alter the total pension expenditure:—

The general classification shows distribution of pensions by class, and the liability thereof, as at December 31, 1921.

		Annual Liability
Dependents..	942	\$ 428,468 00
Disabilities..	2,501	913,769 00
	<hr/> 3,443	<hr/> \$1,342,237 00
<i>Gratuities Awarded—</i>		Amount Awarded
In lieu of pensions..	341	\$ 29,123 00
On discontinuation of pensions..	2,225	116,244 00
On final payment by agreement..	7,774	3,287,011 28
Annual liability reduced on account of pensioners accepting final payment by agreement..		\$ 816,355 50
<i>Refusals of Pension—</i>		
Dependents of deceased soldiers..		3
Disabled soldiers..		1,680
		<hr/> 1,683
<i>Result of Medical Re-Examinations—</i>		
Increases..		4,509
Decreases..		7,782
Cancellations..		3,474
Re-instatements..		676
<i>Deaths (Pensions Discontinued)—</i>		
Dependents..		321
Disabilities..		676
<i>Number of Pensions in Force December 31, 1921—</i>		Annual Liability
Dependents of deceased soldiers	19,490	\$13,057,086 43
Disabilities..	47,327	17,423,264 92
	<hr/> 66,817	<hr/> \$30,480,351 35

Pension Liabilities (to December 31, 1921)

DEPENDENTS OF DECEASED SOLDIERS		
Classification	Number	Yearly Liability
Widows..	9,595	\$7,005,057 03
Mothers..	6,449	2,528,577 00
Fathers..	2,010	567,829 40
Grand-parents..	46	18,023 00
Children..	16,953	2,592,389 00
Orphans..	1,003	312,941 00
Brothers and sisters..	177	28,668 00
Orphan brothers and sisters..	12	3,602 00
	36,245	\$13,057,086 43

The detail under this heading shows that 36,245 individuals benefit by pensions paid on account of 19,490 soldiers who were killed or died of wounds.

DISABILITIES

The detail under this heading shows that 107,219 individuals benefit by pensions paid on account of disabilities incurred in service by 47,327 soldiers.

Rank	Pensioners	Wives	Children	Parents	Mothers	Fathers	Liability
Privates.. . . .	40,187	20,739	28,818	8	162	8	\$14,820,738 39
Sergeants.. . . .	4,195	2,598	3,876	2	..	1	1,431,065 31
R.S.M's.. . . .	137	93	139	1	54,884 00
W.O.'s.. . . .	69	59	94	31,130 00
Lieutenants . . .	1,547	689	707	1	149,073 60
Captains.. . . .	739	437	556	292,251 00
Majors	327	208	525	141,712 00
Lt.-Colonels . . .	109	64	87	57,230 00
Colonels.. . . .	9	5	9	8,225 00
Br.-Generals.. . .	8	3	3	8,328 00
	47,327	24,895	34,814	10	162	11	\$17,294,637 30
Special allowance—372..							\$ 128,627 62
							\$17,423,264 92

Special allowances are paid to disability pensioners who are totally disabled, helpless and in need of attendance. This allowance may be not less than \$250 per annum and not more than \$750 per annum in addition to pension. This amount is payable to pensioners ranking to and including lieutenants.

- Allowances to officers of higher rank are graded as follows:—
- Captains, not to exceed \$650 per annum.
 - Majors, not to exceed \$390 per annum.
 - Lieutenant-Colonels, not to exceed \$90 per annum.

Total annual liability in respect of pensions to dependents of deceased soldiers..	\$13,057,086 43
Total annual liability in respect of disabled soldiers..	17,423,264 92
Total annual liability..	\$30,480,351 35

GENERAL

The principal results that stand out in connection with the work of the branch during the past year are:—

1. The expeditious handling of the expenditures and accounts for the "Unemployment Relief," scheme.
2. The amalgamation of the Board of Pension Commissioners for Canada with this department and the consequent increase in duties and of responsibility for the branch.
3. The complete pre-audit before payment of all claims, invoices, vouchers, pay-lists and so forth.
4. The simplification of details, forms and methods of reporting.
5. The development and improvement of the accounting, auditing and statistical systems.
6. The more prompt completion and transmission to the officers concerned of periodical returns and statements.
7. The general increase in efficiency and esprit-de-corps of the staff.

SESSIONAL PAPER No. 14

The increased efficiency of the staff has been reflected in its relations with the public, who in the case of vendors secure prompt payment of their accounts, and in the case of patients and students rapid adjustment and payment of the authorized pay and allowances.

The appended statements are made up from the books and records of the branch:—

1. The balance sheet of the department as at December 31, 1921.
2. A statement of the operating expenses of the department to December 31, 1921.
3. A distribution of expenditures in the various provinces of the Dominion.
4. Appropriation expenditures and receipts for the nine months of the fiscal year 1921-22, ending December 31, 1921.
5. The consolidated operation statement of the Orthopædic and Surgical Appliances Branch.

STATEMENT No. 1.

BALANCE SHEET AS AT DECEMBER 31, 1921.

FIXED ASSETS—		LIABILITIES—	
Lands.....\$	265,061 63	War Service Gratuity.....\$	209,706 23
Buildings, building grants and fixtures.....	6,981,273 19	Accounts payable.....	343,077 22
Equipment.....	2,166,008 90	Accrued transportation charges.....	129,227 50
Live stock.....	8,581 82	Department of Finance (re city of Edmonton loan).....	160,000 00
Total fixed assets.....\$	9,420,925 54	Deferred pay and allowances.....	324,752 60
CURRENT ASSETS—		Total liabilities.....\$	1,166,763 55
Cash advances.....\$	132,147 93	APPROPRIATION EXPENDITURES—	
Stores.....	2,509,407 26	War 1915-16-17-18 and 19..\$	24,676,839 26
Limb Factory operations..	230,099 14	Soldiers' Civil Re-Establishment, 1919-20.....	41,738,130 79
Accounts receivable.....	1,031,106 98	Soldiers' Civil Re-Establishment, 1920-21.....	33,528,337 79
Deferred charges.....	7,145 80	Soldiers' Civil Re-Establishment, 1921-22.....	12,597,537 30
Total current assets.....\$	3,909,907 11	War Bonus, 1919-20.....	136,795 29
OTHER ASSETS—		Cost of Living Bonus, 1919-20.....	1,192,858 88
Loans (P.C. 2329 of 1919)..\$	397,390 70	Cost of Living Bonus, 1920-21.....	1,062,748 61
City of Edmonton Loan (P.C's 802 and 1232 of 1919, P.C. 267 of 1920)..	160,000 00	Provisional Bonus, 1921-22.....	453,618 69
War Service Gratuity Fund	209,706 23	Civil Government Soldiers' Civil Re-Establishment, 1918-19.....	18,616 13
Total other assets.....\$	767,096 93	Civil Government Soldiers' Civil Re-Establishment, 1919-20.....	32,184 40
Total assets.....\$	14,097,929 58	Civil Government Soldiers' Civil Re-Establishment, 1920-21.....	34,679 79
Government Department Transfers (P.C. 3017 of 1920).....	1,147,623 49	Civil Government Soldiers' Civil Re-Establishment, 1921-22.....	21,976 57
Balance (being operating expenses to date)..	100,728,472 78	Civil Government Board of Pension Commissioners, 1921-22.....	175,956 66
(See Statement No. 2.)		Statute Board of Pension Commissioners, 1921-22.....	9,599 98
		Salaries and Contingencies Board of Pension Commissioners, 1921-22.....	74,415 48
		Demobilization (re Militia and Defence Dental Work, P.C. 963).....	29,370 09
		Total appropriation expenditures.....\$	115,783,665 71
		Total.....\$	116,950,429 26
		DEDUCT—	
		Casual Revenue—	
		1919-1920.....\$	8,009 45
		1920-1921.....	68,460 99
		1921-1922 (Dec. 31st, 1921).....	899,932 97
		Total casual revenue.....\$	976,403 41
		\$115,974,025 85	\$ 115,974,025 85

12 GEORGE V, A. 1922

STATEMENT OF OPERATING EXPENSES SINCE INCEPTION OF M.H.C. TO DECEMBER 31, 1921

STATEMENT No. 2.

	Total Six years, six months, ending 31-12-21	Twenty-one months, ending 31-3-17.	Twelve months, ending 31-3-18.	Twelve months, ending 31-3-19.	Twelve months, ending 31-3-20.	Twelve months, ending 31-3-21.	Nine months, ending 31-12-21.
	\$ cts.	\$ cts.	\$ cts.	\$ cts.	\$ cts.	\$ cts.	\$ cts.
Administration...	10,965,420 64	446,857 54	1,332,242 26	1,277,346 91	2,788,940 81	*3,101,312 59	*2,018,720 53
Care of patients..	26,937,518 15	391,693 59	3,094,558 17	2,158,301 60	6,656,973 75	9,238,391 04	5,397,600 00
Orthopaedic, oph- thalmic and surgical appli- ances, etc.....	1,829,591 96	1,988,19	44,532 30	265,822 87	726,489 04	513,373 95	277,385 61
Training	11,408,236 40	60,460 35	458,733 36	1,396,409 15	5,660,822 63	3,631,681 95	200,128 96
Unemployment relief	1,421,877 47					842,403 02	579,474 45
Information and employment....	1,143,346 61			76,655 13	675,984 94	219,824 97	170,881 57
Pay and allow- ances—							
Treatment	13,955,881 45			1,560,214 27	4,971,957 50	4,586,622 13	2,837,087 53
Training	30,150,380 15	7,165 14	344,871 71	2,225,872 00	15,999,799 83	10,323,558 90	1,249,112 57
War bonds.	136,795 29				136,795 29		
Cost of Living bonus	2,708,256 37				1,192,858 88	1,061,932 27	* 453,465 22
Interest on War Service gratu- ity	41,717 18					32,462 64	9,254 54
Militia and De- fence dental claims	29,451 11						29,451 11
Total	\$100,728,472 78	\$908,164 81	\$5,274,937 80	\$8,960,621 93	\$18,810,622 67	\$33,551,563 46	\$13,222,562 11

* Includes District Office expenses since January 1, 1921, and Head Office expenses since June 1, 1921, for Board of Pension Commissioners for Canada.

STATEMENT OF EXPENDITURES IN THE PROVINCES OF THE DOMINION FROM INCEPTION OF
M.H.C. TO DECEMBER 31, 1921.

STATEMENT No. 3.

	Assets.	Expenses.	Total.
	\$ cts.	\$ cts.	\$ cts.
"B" Unit— Nova Scotia and Prince Edward Island.....	1,535,624 61	7,416,101 80	8,951,726 41
"K" Unit— New Brunswick	360,192 56	3,237,548 71	3,597,741 27
"A" Unit— Quebec	1,464,038 03	10,594,216 84	12,058,254 87
"C" Unit— Eastern Ontario, Ottawa and Kingston.....	534,400 62	7,492,327 41	8,026,728 06
"D" Unit— Central Ontario, Toronto and Hamilton.....	3,467,553 62	28,957,431 65	32,424,985 27
"F" Unit— Western Ontario, London and Windsor.....	1,184,779 33	7,302,137 56	8,486,916 89
"G" Unit— Manitoba and Thunder Bay District.....	685,641 98	7,976,099 71	8,661,741 69
"H" Unit— Saskatchewan	726,663 30	3,135,757 12	3,862,420 42
"I" Unit— Alberta	892,844 48	7,357,939 94	8,250,784 42
"J" Unit— British Columbia	1,265,903 09	11,242,580 83	12,508,483 92
"L" Unit— Yukon	111 32	16,803 81	16,915 13
"M" Unit— Great Britain.....	25,486 49	348,561 40	374,047 89
Head Office—Includes United States and foreign countries	3,102,313 64	5,650,965 97	8,753,279 61
Total.....	\$15,245,553 07	\$100,728,472 78	\$115,974,025 85

APPROPRIATION STATEMENT--EXPENDITURES AND REFUNDS,--FISCAL YEAR 1921-1922.

April 1, 1921, to December 31, 1921.

STATEMENT No. 4.

Appropriation.	Balance of appropriation available at beginning of month.				Period December 1 to 31.				Net expenditures to date.	Balance of appropriation available at December 31.	
	Amount.	Net expenditures reported to November 30.	Gross expenditures.	Refunds.	Net expenditures.						
					\$	cts.					
<i>Civil Government.</i>											
Statute—Minister's salary	10,000 00	1,191 75	8,808 25	752 69	752 69	1,944 44	8,055 56				
Vote 28—Soldiers' Civil Re-Establishment	71,660 00	16,892 78	54,767 22	3,139 35	3,139 35	20,032 13	51,627 87				
“ 86A—B.P.C. Permanent Staff	390,000 00	*225,283 00	164,717 00	31,143 71	31,143 71	*256,426 71	133,573 29				
Statute—Salaries of Commissioners	19,000 00	*12,666 64	6,333 36	1,583 33	1,583 33	*14,249 97	4,750 03				
Total	490,660 00	256,034 17	234,625 83	36,619 08	36,619 08	292,653 25	198,006 75				
<i>Soldiers' Civil Re-Establishment.</i>											
Vote 274—Capital	200,000 00	22,451 38	177,548 62	5,674 33	58 39	5,615 94	171,932 68				
“ 275—Care of patients	5,250,000 00	2,443,332 47	2,806,667 53	429,863 02	22,762 21	407,100 81	2,399,566 72				
“ 276—Vocational expense	325,000 00	138,752 29	186,247 71	5,946 61	4,838 36	1,108 25	185,139 46				
“ 277—Salaries	6,125,000 00	3,882,424 25	2,242,575 75	447,691 14	1,382 95	446,308 19	1,796,267 56				
“ 278A—Treatment P. and A	3,750,000 00	2,382,164 52	1,367,835 48	537,208 84	55,845 46	481,363 38	886,472 10				
“ 278B—Training P. and A	2,000,000 00	1,108,525 72	891,474 28	78,553 92	359 11	78,194 81	813,279 47				
“ 279—Vocational loans	150,000 00	51,659 62	98,340 38	3,569 76	1,085 57	2,484 19	95,856 19				
“ 280—Interest on War Service Gratuity	10,000 00	9,254 54	745 46			9,254 54	745 46				
“ 281—Operating expenses	1,500,000 00	537,408 66	962,591 34	122,777 80	103,399 18	19,378 62	943,212 72				
“ 521—Unemployment relief	600,000 00	460,352 01	139,647 99	119,743 77	86 12	119,657 65	19,990 34				
“ 522E—Caldor San. addition	35,000 00		35,000 00				35,000 00				
Sub-total	19,945,000 00	11,036,325 46	8,908,674 54	1,751,029 19	189,817 35	1,561,211 84	7,347,462 70				
<i>Pensions.</i>											
Vote 69—Fenian Raid, 1866-1870	1,000 00	626 27	373 73	37 50	37 50	663 75	336 25				
“ 71—1885 and General Pensions	30,000 00	23,198 38	6,801 62	2,861 03	2,861 03	26,059 41	3,940 59				
“ 85—European War, Active Militia	30,530,359 38	23,972,494 27	6,557,865 11	2,805,300 18	2,805,300 18	26,777,794 45	3,752,564 93				
“ 522—a, b, c, d, and Supp. Pensions	428,000 00		428,000 00				428,000 00				
“ 86B—Salaries and Contingencies	235,000 00	148,209 09	*86,790 91	11,382 66	200 00	*159,391 69	75,608 31				
Statute—1901 Pension Act	400,000 00	292,990 52	107,009 48	39,006 30	39,006 30	331,996 82	68,003 18				
Total	31,624,359 38	24,437,518 51	7,186,840 87	2,858,587 61	200 00	27,295,906 12	4,328,453 26				
Grand total	52,060,019 38	35,729,878 14	16,330,141 24	4,646,235 88	190,017 35	40,186,096 67	11,873,922 71				

12 GEORGE V, A. 1922

War Service Gratuity—Trust Fund No. 1...	249,123 02	36,444 95	212,678 07	3,136 27	164 43	2,971 84	29,416 79	209,703 23
Insurance receipts	<i>299,539 45</i>	<i>40,856 96</i>	<i>240,376 41</i>
Insurance expenditures	53,759 68	..	9,825 45	9,825 45	63,585 13
Casual revenue	879,402 38	<i>43 90</i>	20,571 49	20,530 59	899,932 97
Cost of living bonus	404,470 49	..	48,772 75	112 34	49,148 20	453,618 09
B.P.C. to 30.6.21	22,179 48	22,179 48
Vote 364—Demobilization (M. and D. Dental	27,711 79	..	1,658 30	..	1,658 30	29,370 09

* Includes amounts paid by B.P.C. from April 1 to June 30, 1921.

N.B.—Items in italics are credits.

SESSIONAL PAPER No. 14

ORTHOPAEDIC AND SURGICAL APPLIANCES BRANCH—CONSOLIDATED OPERATION ACCOUNT.
STATEMENT No. 5. ALL FACTORIES AND DEPOTS. Month ending December 31, 1921.

DEBIT			CREDIT		
Balance from previous month.....		\$ 242,078 03	Increases to Equipment Account	\$	1,565 30
Salaries.....	\$ 8,811 11		Stores—Shipped to other units....		6,119 06
Wages.....	17,835 99		Production—*		
		26,647 10	Arms.....	\$	947 96
Stores—Purchased in Canada.....	5,062 91		Legs ..		5,907 47
Purchased in United States.....	66 70		Boots.....		12,295 60
Received from other units..	4,713 12		Minor orthopaedic appliances....		2,605 07
		9,842 73	Optical supplies.....		224 22
Expenses—			Repairs.....		10,219 18
Transportation and travelling.....	537 80				32,159 50
Freight and express.....	223 32		Direct deliveries to patients from		
Rent, taxes, insurance, heat, power			stores.....		1,247 14
and water.....	821 56		Refund on glasses.....		205 10
Postage and car tickets.....	164 26		Services to other units—General		
Telegrams and telephone.....	108 17		Distributive expense (Home		
General distributive expense from			Office account).....	1,333 85	
Home Office (Unit a/cs.).....	1,302 85		Records Office expense to H.O....	5,519 15	
Other miscellaneous charges.....	314 10		Experiment expense for H.O.....	2,000 74	
		3,472 06			8,571 14
			Equipment transferred to Department of		
			Mines.....		20 82
			Equipment written off by Condemnation		
			Board.....		65 59
			Moving expense (transferred to H.O.).....		1,664 53
			Balance carried forward.....		230,099 14
		\$ 282,039 92			\$ 282,039 92
Balance of Limb Factory Operation Account (all			General stores.....	\$	207,767 96
units).....	\$ 230,099 14		Deferred charges.....		3,072 54
		\$ 230,099 14	Labour in process.....		7,164 22
			Material in process.....		4,283 64
*DISTRIBUTION OF PRODUCTION COSTS			Expense in process.....		5,004 72
Labour.....	\$ 13,940 30		Nickel-plating expense in process.....		28 20
Material.....	7,362 11		Records and Office expense.....		1,222 28
Expense.....	10,897 09		Experiments in process.....		57 31
			Moving expenses.....		1,498 27
Total.....	\$ 32,199 50				\$ 230,099 14

SOLDIERS' COMFORT BRANCH

Since 1915 the work of this branch has materially increased and during the last year, owing to the constant and varied needs, it has broadened and expanded.

The endeavour has been to give an equal proportion of comfort to ex-soldier patients, whether they are in hospitals under the jurisdiction of the department, or D.S.C.R. patients in institutions civil or provincial, throughout the Dominion. In addition to this, out-patients also have been given generous donations and consideration.

The closing of several hospitals during the year has resulted in a centralization of the work of the branch rather than a decrease in the number of comforts required for the men.

Owing to the greater amount of work and the ensuing detail, it has been found necessary to increase the staff in both offices, as well as the employees in the workshop.

The policy laid down, that no comfort shall ever be sold, has been of vital importance. Everything suitable has been placed in the hospitals, and furniture, unsuitable, passed on for the use of ill and disabled men where most needed.

Comforts for Men in the Hospitals.—Generally these are comprised of articles other than of departmental issue, though, if emergency arises, they are supplementary to it; for example: electric bed-pads; electric bed-lights; hot-water bottles and covers; air cushions; air mattresses; sleeping-suits; dressing gowns; sweaters, sleeveless and with sleeves; helpless case shirts; socks; bed socks, long and short; sleeping caps;

12 GEORGE V, A. 1922

mitten; woollen gloves; bed jackets; pneumonia and operation jackets; scarves; underwear; pads; bandages of all kinds; personal property bags; pyjamas; arm slings; tooth brushes; tooth paste; shaving soap; safety razors; brushes and combs; talcum powder; electric fans; ice-water jars; roof parasols; sun glasses; bathing suits, etc., etc., are given.

Lounge and Rest Room Furniture.—In furnishing the lounge and rest rooms, the choice of furniture at the outset was based upon comfort, combined with usefulness. In connection with this, the rugs, curtains, easy chairs, couches, tables, writing desks, bookcases, etc., were purchased with judgment and care, and although some of them have been placed in order during the last twelve months, the majority have stood the wear and tear of institutional life very well.

Musical Instruments and Supplies.—Each institution has its quota of pianos. They are available for the men to play themselves, or to be used for concert and entertainment purposes. Gramophones have been distributed generally. Sheet music and gramophone needles and records go out regularly with the supplies. Instruments for orchestras have been given, as well as other instruments, to make a complete number where an orchestra is partly arranged for. Portable organs have been supplied for the use of the chaplains, with a large quantity of mandolins, zithers, bones, etc., for minstrel shows.

Billiard Tables and Equipment.—The number of tables in each hospital varies according to its size and the number of men there. As hospitals have closed the tables have been repaired and sent proportionally to others. In the past year many more tables have been placed than in previous years. The equipment has also been forwarded in greater quantities than ever before.

Athletic Supplies.—These have become a matter not alone of recreation, but of health and happiness as well. This has been specially noticed in the mental cases; therefore, as far as possible, no requisition for the following articles has been refused: hockey sticks, skates, pucks, curling stones, footballs, baseball sets, gymnasium equipment, medicine balls, punching bags, tennis and croquet sets, running shoes, etc., but have been sent out regularly, according to the season, and all athletic supplies are kept in repair.

Invalid Chairs.—The donation chairs that remain with Soldiers' Comforts are regularly distributed, and when necessary repairs are made.

Amusements. Weekly motor drives, treats, picnics, tickets for theatres, concerts, and various entertainments have been given; fruits, cakes, sweets, cigarettes, tobacco, and pipes regularly donated.

Books Circulated.—Libraries have been placed in the hospitals wherever possible, and the giving out of books two and three times a week, by volunteer workers connected with Soldiers' Comforts, has been a most successful undertaking.

Comforts and Donations for Out-patients, Discharged Men, and their Families.—This branch has co-operated with the Medical Services of the department in giving comforts and supplies where necessary wherever possible to the out-patients and their families. The distribution has included regular supplies of milk and eggs, fruit, blankets, sleeping-caps, quilts, comforters, sheets, pillow-cases, pyjamas, towels, camp-beds, cots, bed socks, awning tents, boots, slippers, bandages, layettes, warm clothing, etc., etc.

Hospital Supplies, Cut, Made, and Repaired.—The material purchased from departmental funds is turned into required hospital supplies. Garments are rapidly cut and sewn by members of the staff, who are frequently assisted by voluntary

SESSIONAL PAPER No. 14

workers, many of whom have given regular days each week to the Comforts' work. Special mention should be made of the continued efforts so generously put forward by them for the men. Articles such as pyjamas, bed-jackets, dressing gowns, and many others for hospital use, have been carefully mended, emergency calls quickly responded to; and each requisition has been filled.

Workshop, 287 Queen Street West, Toronto.—The workshop has served its purpose of repairing furniture for hospitals and institutions, and has been the means of giving employment to ex-service men. The upholstering has been accomplished efficiently and well. Where new furniture has been required, it has been made in the workshop instead of being purchased as in the past. Included with this has been the crating of all the articles shipped, and nothing that could be repaired or refinished, either by upholstery, carpentry, paint or enamel, has been done outside of this section.

Sale of Soldiers' Work.—Day after day the interest in the sale of soldiers' work has increased, and it would appear that the practical use of each article justifies its existence, and that each is bought, not from the sentimental viewpoint, but from the fact that the work of the men has come to stay because of its practical use or beauty. Although little or no advertising has been done, the work itself has proved its best advertisement, as the amounts received by the men have been more than doubled in 1921, as against the receipts of last year.

Exhibit Soldiers' Work.—The exhibit of work and competitive entries at the Canadian National Exhibition showed a marked improvement over other years. The conclusion of the judges was that the average of the entries was fully 60 per cent higher in every class than in 1920, the men doing much credit to the vocational courses taken. The entries were comprised of woodworking, toys, metal work, textiles, clay, leather, drawing, basketry, bead work, needlework, and carving.

Christmas Cheer.—Again this year complete details were received from every hospital as to the requirements from the Soldiers' Comforts Branch for the patients of the department. Owing to the fact that there were fewer patriotic societies presenting gifts this year than in 1920, it was necessary for the Soldiers' Comforts Branch to supply a greater number of Christmas remembrances. Approximately four thousand individual Christmas gift boxes were packed, containing socks, cigarettes, fruit cake, candy, nuts, handkerchief, book or writing pad and pencil, with a Christmas card of good wishes. For the bed-patients, tray gifts were sent in as well, consisting of funny toys, puzzles, games or favours. Where necessary, Christmas dinners provided by the hospitals were supplemented. Suitable decorations were supplied for each hospital and entertainments of various kinds arranged.

Donations.—Large quantities of materials for the making of garments, hospital supplies, furnishing, etc., have been received during the past year, such as flannel, flannellette, canton flannel, gauze, cheesecloth, yarn, tapestry, repp, denim, chintz, scrim, etc., and in money \$2,779.92.

To members of societies and individuals who gave service and gifts heartfelt thanks are due for their co-operation with the Soldiers' Comforts Branch in remembering the soldiers in hospitals who served their country with devotion and sacrifice.

SUMMARY STATEMENT OF THE WORK OF SOLDIERS' COMFORTS BRANCH FOR
TWELVE MONTHS, JANUARY 1 TO DECEMBER 31, 1921

Comforts for men in hospitals—

Personal comforts.. . . .	76,062
Lounge and rest room furniture.. . . .	5,583
Musical instruments and supplies.. . . .	37,173
Repairs to musical instruments.. . . .	122
Billiard tables and equipment.. . . .	555
Repairs to billiard tables.. . . .	30
Athletic supplies.. . . .	1,443

12 GEORGE V, A. 1922

Repairs to athletic supplies..	35
Invalid chairs..	94
Repairs to invalid chairs..	32
Amusements..	31,148
Books circulated..	1,354
Treats..	10,194
Comforts for out-patients and donated articles for discharged men and their families..	12,116
Hospital supplies cut, made and repaired..	65,100
Hospital supplies made by hand..	10,825
Voluntary workers giving service..	7,852
Workshop—Articles upholstered with tapestry, Chintz, fabrikoid, and real leather..	636
Workshop—Articles made other than furniture..	17
Workshop—Articles mended..	3,731
Sales, soldiers' work, 3,142 articles amounting to..	\$9,093 92
Soldiers' comforts exhibit, Canadian National Exhibition—	
Exhibition and competitive entries..	909
Judges..	6
Number of prizes awarded..	102
Value of prizes awarded..	\$500 00
Number of Honourable Mention prizes awarded..	45
Value of Honourable Mention prizes awarded..	\$90 00
Sales during the exhibition at 71 King St. West..	\$1,201 25
Orders taken..	\$1,400 00
Christmas—	
Christmas gifts..	4,800
Hospitals decorated..	20
Christmas dinners supplemented..	670
Christmas trees..	32
Christmas decorations, crackers, favours, etc..	17,944

DISABLEMENT FUND

The Disablement Fund, which was established in 1915, has continued to serve a useful purpose. The total advances outstanding at December 31, 1920, amounted to \$10,626.18. Loans made during 1921 amounted to \$39,172.07, making a total of \$49,798.25.

During the year, at the instance of the principal contributor to the fund, \$35,000 was transferred to the Canadian National Institute for the Blind. Further donations were made amounting to \$1,562.43. The total repayments of loans during the year amounted to \$16,574.55.

The following statement of account from its inception to December 31, 1921, shows the standing of the fund:—

DR.		CR.	
Cost of \$100,000 War Loan..	\$ 96,190 16	Subscriptions to fund..	\$128,628 17
Total of unit funds..	10,350 00	Interest account, including interest received on War Bonds interest, on Head Office bank account and interest on various unit accounts..	34,895 79
Sundry advances from Head Office..	11,513 60		
Advances considered unrecoverable..	2,763 02		
Donation to Canadian National Institute for the Blind..	35,000 00		
Sundry donations..	4,618 76		
Balance in Bank of Montreal..	3,088 42		
	<hr/>		<hr/>
	\$163,523 96		\$163,523 96

STAFF

1. The number of staff at the Head Office and units, including hospital staff, at December 31, 1920, was 5,779, which shows a reduction of 2,342 during 1920.
2. On January 1, 1921, in pursuance of Order in Council P.C. 2936, dated December 3, 1920, the unit staff of the Board of Pension Commissioners for Canada, numbering 255, was taken over by the department.
3. On July 1, 1921, in pursuance of Order in Council P.C. 1187, dated April 12, 1921, the staff of the Head Office of the Board of Pension Commissioners for Canada was taken over by the department, thus adding a further 497.
4. On December 1, 1921, in pursuance of Order in Council P.C. 4500, the staff of the Imperial Section of the Board of Pension Commissioners for Canada was transferred to the department, making a further addition of 102.
5. On December 31, 1921, the total staff was 4,886, being a reduction for the year of 1,747, or 26.52 per cent; to this should be added a reduction of 27 made by the Board of Pension Commissioners between January 1, 1921, and the date of transfer to the department. Thus the total reduction effected during the year, by the joint organizations, was 1,774, or 26.77 per cent.
6. The staff of the department as at January 1, 1921, together with the transfers during the year from the Board of Pension Commissioners, was therefore as follows:—

Departmental staff, January 1, 1921..	5,779
B.P.C. District and Overseas staff..	255
B.P.C. Head Office staff..	497
B.P.C. Imperial Pension Office (Canada)..	102
	<hr/>
	6,633
	<hr/>

7. The staff at December 31, 1920, and at December 31, 1921, was distributed as follows:—

	1920	1921
Head Office, Ottawa..	586	1,078
"B" Unit—Nova Scotia, New Brunswick and Prince Edward Island..	569	395
"A" " Quebec..	685	518
"C" " Eastern Ontario..	504	338
"D" " Central Ontario..	1,498	1,159
"F" " Western Ontario..	536	369
"G" " Manitoba..	256	186
"H" " Saskatchewan..	113	74
"I" " Alberta..	407	375
"J" " British Columbia..	609	374
Overseas Office..	16	20
	<hr/>	<hr/>
	5,779	4,886
	<hr/>	<hr/>

8. The staff at December 31, 1920, and December 31, 1921, was composed of the following:—

	1920		1921	
	Number	Percentage	Number	Percentage
Ex-service men, France..	2,959	51.20	2,557	52.33
Ex-service men, England	552	9.55	387	7.92
Ex-service men, Canada..	239	4.14	188	3.85
Civilians, rejected or exempted from military service..	16	1.06	43	0.88
Civilians, boys under and men over military age..	238	4.12	180	3.68
Civilians, male	95	1.64	26	0.54
Civilians, female..	1,635	28.29	1,505	30.80
	<hr/>	<hr/>	<hr/>	<hr/>
	5,779	100.00	4,886	100.00
	<hr/>	<hr/>	<hr/>	<hr/>

(The term "ex-service men" includes nursing sisters as well as other ex-members of the forces.)

12 GEORGE V, A. 1922

9. Classification of Head Office and Unit staff according to war service:—

	1920		1921	
	Number	Percentage	Number	Percentage
<i>Head Office, Ottawa—</i>				
Ex-service men, France.. . . .	141	24.06	276	25.57
Ex-service men, England.	19	3.24	34	3.15
Ex-service men, Canada.. . . .	6	1.03	24	2.22
Civilians, rejected or exempted from military service.. . . .	8	1.37	24	2.22
Civilians, boys under and men over military age.. . . .	56	9.55	100	9.26
Civilians, male.. . . .	11	1.88	5	0.46
Civilians, female.. . . .	345	58.87	615	57.12
	536	100.00	1,078	100.00
<i>Nova Scotia, New Brunswick and Prince Edward Island Unit—</i>				
Ex-service men, France.. . . .	265	46.57	211	53.42
Ex-service men, England.	46	8.08	24	6.07
Ex-service men, Canada.. . . .	25	4.40	16	4.05
Civilians, rejected or exempted from military service.. . . .	13	2.28	2	0.51
Civilians, boys under and men over military age.. . . .	14	2.46	9	2.28
Civilians, male.. . . .	15	2.64	11	2.78
Civilians, female.. . . .	191	33.57	122	30.89
	569	100.00	395	100.00
<i>Quebec Unit—</i>				
Ex-service men, France.. . . .	387	56.57	299	57.72
Ex-service men, England.	43	6.27	48	9.27
Ex-service men, Canada.. . . .	41	5.98	24	4.63
Civilians, rejected or exempted from military service.. . . .	9	1.34	2	0.39
Civilians, boys under and men over military age.. . . .	25	3.58	10	1.93
Civilians, male.. . . .	20	2.91	3	0.58
Civilians, female.. . . .	160	23.35	132	25.48
	685	100.00	518	100.00
<i>Eastern Ontario Unit—</i>				
Ex-service men, France.. . . .	246	48.85	183	54.14
Ex-service men, England.	41	8.11	26	7.69
Ex-service men, Canada.. . . .	36	7.10	24	7.10
Civilians, rejected or exempted from military service.. . . .	1	0.19	0	0.00
Civilians, boys under and men over military age.. . . .	19	3.80	8	2.37
Civilians, male.. . . .	7	1.40	0	0.00
Civilians, female.. . . .	154	30.55	97	28.70
	504	100.00	338	100.00
<i>Central Ontario Unit—</i>				
Ex-service men, France.. . . .	808	53.95	745	64.28
Ex-service men, England.	239	15.95	122	10.53
Ex-service men, Canada.. . . .	54	3.60	51	4.40
Civilians, rejected or exempted from military service.. . . .	10	0.67	6	0.52
Civilians, boys under and men over military age.. . . .	43	2.87	26	2.24
Civilians, male.. . . .	14	0.93	1	0.09
Civilians, female.. . . .	330	22.03	208	17.94
	1,498	100.00	1,159	100.00

SESSIONAL PAPER No. 14

	1920		1921	
	Number	Percentage	Number	Percentage
<i>Western Ontario Unit—</i>				
Ex-service men, France..	217	40.40	196	53.12
Ex-service men, England..	45	8.40	40	10.84
Ex-service men, Canada..	35	6.45	23	6.22
Civilians, rejected or exempted from military service..	16	2.95	2	0.54
Civilians, boys under and men over military age..	50	9.45	7	1.90
Civilians, male..	10	1.94	3	0.82
Civilians, female..	163	30.41	98	26.56
	536	100.00	369	100.00
<i>Manitoba Unit—</i>				
Ex-service men, France..	158	61.77	117	62.90
Ex-service men, England..	27	10.55	17	9.14
Ex-service men, Canada..	7	2.66	5	2.69
Civilians, rejected or exempted from military service..
Civilians, boys under and men over military age..	6	2.22	4	2.15
Civilians, male..	2	0.9
Civilians, female..	56	21.90	13	23.12
	256	100.00	186	100.00
<i>Saskatchewan Unit—</i>				
Ex-service men, France..	67	59.29	36	48.65
Ex-service men, England..	11	9.73	8	10.81
Ex-service men, Canada..	5	4.43	3	4.05
Civilians, rejected or exempted from military service..
Civilians, boys under and men over military age..	2	1.77	4	5.41
Civilians, male..	4	3.54	1	1.35
Civilians, female..	24	21.24	22	29.73
	113	100.00	74	100.00
<i>Alberta Unit—</i>				
Ex-service men, France..	257	63.02	236	62.93
Ex-service men, England..	23	6.88	34	9.07
Ex-service men, Canada..	15	3.67	12	3.20
Civilians, rejected or exempted from military service..	2	0.52	2	0.53
Civilians, boys under and men over military age..	4	1.04	4	1.07
Civilians, female..	97	23.83	85	22.67
Civilians, male..	4	1.04	2	0.53
	407	100.00	375	100.00
<i>British Columbia Unit—</i>				
Ex-service men, France..	405	66.51	249	66.58
Ex-service men, England..	50	8.21	31	8.29
Ex-service men, Canada..	14	2.30	6	1.60
Civilians, rejected or exempted from military service..	1	0.16	1	0.27
Civilians, boys under and men over military age..	19	3.12	10	2.67
Civilians, male..	8	1.31
Civilians, female..	112	18.39	77	20.59
	609	100.00	374	100.00
<i>Overseas Office—</i>				
Ex-service men, France..	8	50.0	10	50.00
Ex-service men, England..	3	18.75	3	15.00
Ex-service men, Canada..	1	6.25
Civilians, rejected or exempted from military service..	1	6.25	2	10.00
Civilians, boys under and men over military age..
Civilians, male..
Civilians, female..	3	18.75	5	25.00
	16	100.00	20	100.00

12 GEORGE V, A. 1922

APPENDIX I

Order in Council, P.C. 847, dated the 14th March, 1921, respecting reciprocal arrangements with the United States of America for treatment of former members of the United States Forces in Canada and the Canadian Forces in the United States.

The Committee of the Privy Council have had before them a report, dated 12th March, 1921, from the Acting Minister of Soldiers' Civil Re-establishment, submitting as follows:—

In pursuance of authority granted by Your Excellency in Council, negotiations have been entered into by the Department of Soldiers' Civil Re-establishment with the Bureau of War Risk Insurance, Treasury Department, United States of America, for the care and treatment in the United States of former members of the Canadian and British Forces when resident in the United States of America, and the care and treatment of former members of the military and naval forces of the United States of America when resident in Canada.

The authority referred to is contained in the following Orders in Council, P.C. 387, dated the 24th February, 1919, re-enacted by P.C. 2324, dated the 21st November, 1919, clauses 3 and 4:

“The department may, from time to time, and in its discretion, make arrangements for the treatment and training of all persons who have served in the Canadian Naval and Military Forces of His Majesty during the present war, and who have been retired or discharged therefrom and who may now or hereafter be stationed or resident outside of Canada, and may pay the cost of such treatment or training and may, subject to such arrangements and to the provisions of clause 1 during the period of such treatment or training, pay such persons and their dependents the allowances hereinafter set out.”

“The department, with the approval of the Governor in Council, may from time to time, and in its discretion, make arrangements with the Governments of His Majesty's Allies for the treatment and training of all persons who have served in the Naval or Military Forces of His Majesty's Allies during the present war, and who have been retired or discharged therefrom and who may now or hereafter be resident in Canada, whether bona fide resident in Canada at the outbreak of the present war or not, and may render accounts for the cost of such treatment or training and may, subject to such arrangements and to the provisions of clause 1, during the period of such treatment or training pay such persons and their dependents the allowances hereinafter set out.”

Order in Council P.C. 2025, dated the 30th September, 1919, re-enacted by Order in Council, P.C. 2324, dated the 21st November, 1919:—

“That the Department of Soldiers' Civil Re-establishment be authorized to conclude and put into effect arrangements with the Ministries of Pensions and Labour regarding the treatment and training of ex-members of the Imperial Forces in Canada and the United States and the treatment and training of Canadian Forces in the United Kingdom, and that the Board of Pension Commissioners for Canada be authorized to conclude and put into effect through the Minister of Soldiers' Civil Re-establishment, arrangements with the Ministry of Pensions regarding payment of pensions to ex-members of

SESSIONAL PAPER No. 14

the Imperial Forces and their dependents in Canada and the United States, in accordance with the decision of the War Cabinet, dated the 16th July, 1919, and with the understanding reached by the Assistant Deputy Minister of the Department of Soldiers' Civil Re-establishment with the two Ministries referred to."

Order in Council P.C. 424, dated the 3rd March, 1919, re-enacted by Order in Council P.C. 2324, dated the 21st November, 1919:—

"The Committee therefore recommend that Your Excellency may be pleased to inform His Majesty's Ambassador at Washington in the sense of this minute, and to request him to inquire if the United States Government would approve in principle of such an arrangement between the two Governments for the reciprocal treatment of members of the forces of each resident in the country of the other as has been above described, and in that case would sanction conferences between their representatives and those of the Canadian Department of Soldiers' Civil Re-establishment with the object of deciding what measures may be necessary for giving effect to the policy either by administrative action, or, if necessary, by legislation."

In pursuance of the foregoing, negotiations have been entered into with the Bureau of War Risk Insurance, Treasury Department, Washington, and a working arrangement has been reached. The following memorandum, setting forth this arrangement, has been signed, subject to the approval of Your Excellency in Council:

"The following understanding has been reached by the Bureau of War Risk Insurance, Treasury Department, United States of America, represented by R. G. Cholmeley-Jones, the director thereof, and the Department of Soldiers' Civil Re-establishment, Canada, represented by Ernest Henry Scammell, the Assistant Deputy Minister thereof:—

"Under section 11 of an Act approved December 24, 1919, 41 statute 373-4, which amends the War Risk Insurance Act, as amended, the following provisions have been made:—

"(6) In addition to the compensation above provided, the injured person shall be furnished by the United States such reasonable governmental medical, surgical, and hospital services and with such supplies, including wheeled chairs, artificial limbs, trusses, and similar appliances, as the director may determine to be useful and reasonably necessary, which wheeled chairs, artificial limbs, trusses and similar appliances may be procured by the Bureau of War Risk Insurance in such manner, either by purchase or manufacture, as the director may determine to be advantageous and reasonably necessary: Provided, that nothing in this Act shall be construed to affect the necessary military control over any member of the military or naval establishments before he shall have been discharged from the military or naval service."

"(9) That the Bureau of War Risk Insurance is hereby authorized to furnish transportation, also the medical, surgical and hospital services and the supplies and appliances provided by subdivision (6) hereof, to discharged members of the military or naval forces of those Governments which have been associated in war with the United States since April 6, 1917, and come within the provisions of laws of such Government similar to the War Risk Insurance Act, at such rates and under such regulations as the Director of the Bureau of War Risk Insurance may prescribe; and the Bureau of War Risk Insurance is hereby authorized to utilize the similar services, supplies and appliances provided for the discharged members of the military and naval forces of those Governments which have been associated in war with the United States since April 6, 1917, by the laws of such Governments similar to the War Risk Insurance Act, in furnishing the discharged members of the military and naval forces of the United States who live within the territorial limits of such

12 GEORGE V, A. 1922

Governments and come within the provisions of subdivision (6) hereof, with the services, supplies and appliances provided for in such subdivision; and any appropriations that have been or may hereafter be made for the purpose of furnishing the services, supplies and appliances provided for by subdivision (6) hereof are hereby made available for the payment to such Governments or their agencies for the services, supplies and appliances so furnished at such rates and under such regulations as the Director of the Bureau of War Risk Insurance may prescribe."

"Under authority granted by Order in Council passed by the Government of Canada, dated the 24th February, 1919, P.C. 387, the following provision appears:—

"The department, with the approval of the Governor in Council, may, from time to time, and in its discretion, make arrangements with the Government of His Majesty's Allies for the treatment and training of all persons who have served in the Naval or Military Forces of His Majesty's Allies during the present war, and who have been retired or discharged therefrom and who may now or hereafter be resident in Canada, whether bona fide resident in Canada at the outbreak of the present war or not, and may render accounts for the cost of such treatment or training."

"1. The Bureau of War Risk Insurance will furnish medical, surgical, and hospital services, appliances and transportation to former members of the Naval or Military Forces of Canada and the United Kingdom of Great Britain and Ireland, when such former members of the forces are resident in the United States of America and require the same, for a disability due to, or aggravated by, service in the World War, at the expense of the Government of Canada, subject to such regulations in respect thereof as may be mutually agreed upon from time to time between the said Bureau and the Department of Soldiers' Civil Re-establishment.

"2. The Department of Soldiers' Civil Re-establishment will furnish medical, surgical, and hospital services, appliances and transportation to former members of the United States forces resident in the Dominion of Canada who may require the same, for a disability due to, or aggravated by, service in the world war, at the expense of the Government of the United States of America, subject to such regulations as may be mutually agreed upon from time to time between the Department of Soldiers' Civil Re-establishment and the Bureau of War Risk Insurance.

"3. The regulations referred to in the paragraphs numbered 1 and 2 shall not be inconsistent with the provisions of the War Risk Insurance Act, as amended, nor with the provisions of the Department of Soldiers' Civil Re-establishment Act, as amended."

The Bureau of War Risk Insurance has entered into negotiations with the British Government for the treatment of former members of the Military and Naval Forces of the United States of America when resident in the United Kingdom. Pending the completion of a formal agreement, for which British legislation is necessary, it is suggested by the Ministry of Pensions that former members of the Military and Naval Forces of United States of America should be dealt with through the London office of the Department of Soldiers' Civil Re-establishment.

The minister, therefore, recommends that the memorandum between the Bureau of War Risk Insurance, Treasury Department, Washington, D.C., and the Department of Soldiers' Civil Re-establishment, set forth herein, be approved, and also that the Department of Soldiers' Civil Re-establishment be authorized to place the facilities of its London office at the disposal of the Ministry of Pensions in respect of the treatment of former members of the Military and Naval Forces of the United States of America, pending completion of formal arrangements between the Governments of Great Britain and the United States of America.

The Committee concur in the foregoing recommendation and submit the same for approval.

(Sgd.) G. G. KEZAR,
Assistant Clerk of the Privy Council.

APPENDIX II

Order in Council, P.C. 963, dated the 23rd March, 1921

Authority under which the Department of Soldiers' Civil Re-establishment may give dental treatment on behalf of the Department of Militia and Defence to former members of the forces who are entitled to the same at the expense of that department.

The Committee of the Privy Council have had before them a Joint Report, dated 16th March, 1921, from the Minister of Militia and Defence and the Acting Minister of Soldiers' Civil Re-establishment, submitting that members of the Canadian Expeditionary Force were entitled to receive necessary dental treatment during their service in that force, and, on discharge therefrom, such dental treatment as was necessary to render them as fit dentally as on enlistment. During the progress of the war, all such dental work was performed by officers of the Canadian Army Dental Corps, but, during demobilization, the rapidity with which men were discharged made it impossible to provide dental treatment in all cases, and arrangements were, therefore, made to provide such after discharge.

The ministers state that a considerable proportion of the Canadian Army Dental Corps was, therefore, retained on the Active List of the C.E.F. to complete this work, but, in the early part of 1920, sufficient progress had been made to enable the demobilization of the Canadian Army Dental Corps to be carried out, with the exception of a Director and Quartermaster at Militia Headquarters, a District Dental Officer in each Military District, and a small number of other ranks and civil employees for clerical work, and as assistance to operators, which personnel performed the necessary administrative work in connection with the remaining dental services, the actual operations being done by civilian dentists at rates authorized by P.C. 603, dated 23rd March, 1920.

On the 31st January, 1921, there were about 2,500 dental cases remaining to be dealt with, but as these are being completed at the rate of approximately 700 per month, there will remain, on the 31st March, 1921, about 1,000 cases to be completed, of which number some 500 to 600 are cases of men who have been authorized to proceed to a dentist for examination, but who have so far neglected to do so. In addition, there will be a number of cases of men who have been out of reach of the press, and, therefore, unaware of the regulation which required all persons entitled to dental treatment to submit their applications by the 1st September, 1920, which cases will require to be investigated as they arise, but it is estimated that the total number of cases to be dealt with after the 31st March, 1921, will be considerably less than 1,000.

The ministers further state that it is not considered in the interests of economy to maintain a military dental staff in each of the Military Districts of Canada to complete this work, and, as the Department of Soldiers' Civil Re-establishment maintains a dental organization for the treatment of patients under its jurisdiction, the ministers recommend that the responsibilities of the Department of Militia and Defence in respect of the remaining dental cases reported above be transferred to the Department of Soldiers' Civil Re-establishment from the 31st March, 1921, the detailed arrangements in connection with such transfer to be effected by the responsible officials of the departments concerned, and the Dental Staff, now employed by the Department of Militia and Defence, to be demobilized as soon as the transfer has been effected.

12 GEORGE V, A. 1922

The ministers further recommend that, as the expense to be incurred in completing the dental treatment of ex-members of the C.E.F. still entitled to such treatment under the regulations of the Department of Militia and Defence is properly chargeable to Demobilization Appropriation, such funds as are necessary should be transferred from the above-mentioned appropriation to the Department of Soldiers' Civil Re-establishment.

The ministers observe that, after disposing of as much surplus dental equipment and stores as possible to date, the Department of Militia and Defence still has in its possession at Ottawa, Toronto, and Halifax equipment and stores to the value of approximately \$34,000, a proportion of which is, for various reasons, not saleable, and has been recommended for disposal as gifts to charitable institutions.

The ministers, therefore, recommend that, in the event of the Department of Soldiers' Civil Re-establishment being authorized to take over the dental treatment of the remaining cases still entitled to such treatment from the Department of Militia and Defence, all surplus dental equipment and stores, now in the custody of the latter department, should be transferred to the former department for disposal, provided that department is able and willing to undertake this duty. If not, the responsibility for the disposal of these surplus dental stores will remain with the Department of Militia and Defence.

The Committee concur in the foregoing recommendations and submit the same for approval.

(Sgd.) RODOLPHE BOUDREAU.

Clerk of the Privy Council.

SESSIONAL PAPER No. 14

APPENDIX III

Orders in Council P.C. 1187, dated the 12th April, 1921, P.C. 2722, dated the 17th August, 1921, and P.C. 4500, dated the 1st December, 1921

Authority under which the Head Office of the Board of Pension Commissioners for Canada has been amalgamated with the Head Office of the Department of Soldiers' Civil Re-establishment.

P.C. 1187

The Committee of the Privy Council have had before them a report, dated 8th April, 1921, from the Acting Minister of Soldiers' Civil Re-establishment, submitting that by Order in Council, dated the 3rd December, 1920 (P.C. 2936), authority was granted that,—

“The District or Unit organization of the Board of Pension Commissioners for Canada be absorbed by the Unit organization of the Department of Soldiers' Civil Re-establishment.”

The foregoing action has now been accomplished and numerous economies have been and are being effected, while the work of dealing with former members of the forces who have been pensioned and who require further medical treatment has been simplified.

The minister states that this authority referred only to the district or unit organization of the Board of Pension Commissioners; not to its head office. It has been found that since the outside amalgamation was effected that closer co-ordination of the head office activities of the Department of Soldiers' Civil Re-establishment and the Board of Pension Commissioners is necessary and that not only would one administration eliminate duplication of activities, but new economies in staff reduction, and consequently administrative expenditure, would result, provided that the offices are combined under one roof. Section 6 of the Pension Act, Chapter 43 of the Statutes of Canada, 1919, provides as follows:—

“The Commission shall be attached to the Department of Soldiers' Civil Re-establishment or such other department as the Governor in Council may from time to time determine.”

Subsection 3 of Section 5 of an Act to amend the Department of Soldiers' Civil Re-establishment Act, Chapter 29 of the Statutes of Canada, 1919, provides as follows:—

“Nothing in this Act shall be deemed in any way to affect the powers or duties of the Board of Pension Commissioners for Canada or the Soldier Settlement Board.”

The Board of Pension Commissioners was formed by Order in Council (P.C. 1334) of 3rd June, 1916, after a Parliamentary Committee had taken evidence on the subject and had brought in a recommendation to Parliament. This Order in Council, with certain amendments, was incorporated in the Pension Act, 1919.

The appointment of the Board of Pension Commissioners as a separate entity from any Government department was intended as a safeguard against the introduc-

12 GEORGE V, A. 1922

tion of outside pressure, political or otherwise, in the granting, renewal and control of pensions. For the sake of general administration, the commission was empowered to employ the necessary staff throughout Canada.

If the entire administration of the offices and staff of the Board of Pension Commissioners were taken over by the Department of Soldiers' Civil Re-establishment, this could not be deemed in any way to affect the powers or duties of the board as these would remain the same as at present. Further, the members of the Board would have more time to devote to the specific duties with which, under the Act, they are charged.

With reference to the staff of the Board of Pension Commissioners, it is suggested that those who have been classified by the Civil Service Commission as permanent civil servants should remain under such classification and be subject to the provisions of the Civil Service regulations, while those who are employed as temporary civil servants should be controlled by the Department of Soldiers' Civil Re-establishment in accordance with the Order in Council (P.C. 2491) of 20th December, 1919.

The Returned Soldiers' Insurance Act, 1920, is now being administered by the Board of Pension Commissioners for Canada at its head office, while the branch office activities are being conducted by the Department of Soldiers' Civil Re-establishment. It would appear desirable that the whole of the administration now conducted by the Board of Pension Commissioners for Canada should be absorbed by the Department of Soldiers' Civil Re-establishment.

The minister therefore recommends:—

1. That the administration of the Head Office of the Board of Pension Commissioners for Canada be, as from the 1st April, 1921, transferred to the Department of Soldiers' Civil Re-establishment and absorbed by the head office organization of that department, provided that the Pension Commissioners shall continue to exercise full power and authority in dealing with the granting and renewal of and adjudication upon pensions;

2. That the present staff of the Board of Pension Commissioners be transferred to the Department of Soldiers' Civil Re-establishment subject to the condition that those who have been classified by the Civil Service Commission as permanent civil servants shall remain under such classification and be subject to the provisions of the Civil Service Regulations, while those who are employed as temporary civil servants shall be considered as employed under the authority granted to the Department of Soldiers' Civil Re-establishment by the Order in Council (P.C. 2491) of 20th December, 1919.

The Committee concur in the foregoing recommendations and submit the same for approval.

(Sgd.) RODOLPHE BOUDREAU,
Clerk of the Privy Council.

P.C. 2722

Dated the 17th August, 1921

The Committee of the Privy Council have had before them a Report, dated 27th July, 1921, from the Acting Minister of Soldiers' Civil Re-establishment, submitting that, for the reasons therein stated, it was provided by Order in Council, P.C. 1157, of the 12th April, 1921, as follows:—

"1. That the administration of the Head Office of the Board of Pension Commissioners for Canada be, as from the 1st April, 1921, transferred to the Department of Soldiers' Civil Re-establishment and absorbed by the head office

SESSIONAL PAPER No. 14

organization of that department, provided that the Pension Commissioners shall continue to exercise full power and authority in dealing with the granting and renewal of and adjudication upon pensions;

"2. That the present staff of the Board of Pension Commissioners be transferred to the Department of Soldiers' Civil Re-establishment, subject to the condition that those who have been classified by the Civil Service Commission as permanent civil servants shall remain under such classification and be subject to the provisions of the Civil Service Regulations, while those who are employed as temporary civil servants shall be considered as employed under the authority granted to the Department of Soldiers' Civil Re-establishment by Order in Council (P.C. 2491) of 20th December, 1919."

As it is considered desirable, more clearly to define the responsibilities and authority of the Board of Pension Commissioners and of the department, the Minister recommends that the above-mentioned clauses, 1 and 2 of (P.C. 1187), be rescinded and that the following be substituted therefor:—

1. That the staff and administration of the Head Office of the Board of Pension Commissioners for Canada (excepting such personal staff as may be retained by the Commissioners for the proper carrying out of their clerical and secretarial duties, and excepting such doctors as may be required in Head Office for the purpose of reviewing the recommendations of medical examiners and advising the Commissioners in connection therewith), be transferred to the Department of Soldiers' Civil Re-establishment and amalgamated with the Head Office organization of that department, provided that the Board of Pension Commissioners shall, through the department, lay down the policy to be followed in the administration of the provisions of the Pension Act and the Returned Soldiers' Insurance Act.

2. That the present staff of the Board of Pension Commissioners be transferred to the Department of Soldiers' Civil Re-establishment subject to the condition that those who have been classified by the Civil Service Commission as permanent civil servants shall remain under such classification, be subject to the provisions of the Civil Service Regulations, and on reduction of staff (provided they are deemed efficient), be given priority in retention of service, while those who are employed but have not become permanent shall be considered as employed under the authority granted to the Department of Soldiers' Civil Re-establishment by Order in Council P.C. 2491 of 20th December, 1919.

The Committee concur in the foregoing recommendation and submit the same for approval.

(Sgd.) RODOLPHE BOUDREAU,
Clerk of the Privy Council.

P. C. 4500

Dated the 1st December, 1921

The Committee of the Privy Council have had before them a Report, dated 26th November, 1921, from the Acting Minister of Soldiers' Re-establishment, submitting as follows:—

That by Order in Council P.C. 876, dated the 5th day of May, 1908, on the joint recommendation of the Minister of Militia and Defence and the Postmaster General, authority was granted to a committee named therein, to "take over the work of paying Imperial Army pensions and reservists resident in Canada, in order that the War Office might close the Army Pay Office at Halifax."

12 GEORGE V, A. 1922

That it was specifically provided in the said Order in Council,—

“ That, as all expenditure in connection with this work is borne by British funds, the accounts be kept separate and distinct from the Canadian public accounts and all statements of accounts, vouchers, etc., be transmitted to the British Government, through the Canadian Post Office Department.”

That by Order in Council P.C. 133, dated the 19th day of January, 1920, “ the administration of Imperial pensions in Canada, under authority of Order in Council (P.C. 876), dated 5th May, 1908, or any subsequent agreement or arrangement,” was placed under the administration of the Board of Pension Commissioners for Canada, and “ all documents, furnishings, equipment, files, papers or other matters pertaining to the administration of Imperial pensions in Canada ” were transferred to the same Board, together with the Officer Paying Imperial Pensions, and his staff;

That the said Order in Council P.C. 133, dated the 19th day of January, 1920, superseded the said Order in Council P.C. 876, dated the 5th day of May, 1908, only in respect of the administration of the work outlined and did not vary any other conditions contained therein;

That by agreement with the British Ministry of Pensions the pensions of ex-members of the Imperial Forces resident in the United States are, in so far as the late war is concerned, paid to such pensioners by the Board of Pension Commissioners for Canada, in the same way as to Imperial pensioners resident in Canada, and by request of the proper authorities in England, the pensions of certain ex-members of the Imperial Forces resident in Newfoundland are also paid by the Board of Pension Commissioners for Canada;

That the medical care and treatment of Imperial pensioners in Canada and the United States, and of other ex-members of the Imperial Forces, has, by agreement with the British Ministry of Pensions, been taken over and is now carried on by the Department of Soldiers' Civil Re-establishment;

That the medical examination of Imperial pensioners in Canada and the United States and the assessment of pensionability is at present carried out by the Department of Soldiers' Civil Re-establishment for which services the department is only partly reimbursed;

That the agreement between the Government of Canada and the British Government provides for a commission payable by the British Government of three per cent on the amount of pension paid to Imperial pensioners in Canada, the United States and Newfoundland, which commission is not applied against the costs of medical examination and assessment of pension incurred by the Department of Soldiers' Civil Re-establishment but only against the cost of the necessary accounting staff, etc., incurred by the Board of Pension Commissioners for Canada, the balance being held in trust by the said Board;

That by Order in Council P.C. 2936, dated the 3rd day of December, 1920, and P.C. 1187, dated the 12th day of April, 1921, as amended by P.C. 2722, dated the 17th day of August, 1921, the staff and administration of the head and district offices of the Board of Pension Commissioners for Canada (except such personal staff as was required to be retained by the Commissioners for the proper carrying out of their clerical and secretarial duties, and excepting such doctors as were required in Head Office, for the purpose of reviewing the recommendations of medical examiners and advising the Commissioners in connection therewith) were transferred to the Department of Soldiers' Civil Re-establishment;

That it was not deemed advisable until the fusion of that portion of the staff of the Board of Pension Commissioners for Canada dealing with the Canadian pensioners and the staff of the Department of Soldiers' Civil Re-establishment had been accomplished and the respective Central Registries had been amalgamated, to transfer the portion of the staff of the Board dealing with Imperial pensioners to the jurisdiction of the department;

SESSIONAL PAPER No. 14

That inasmuch as the commission of three per cent payable by the Ministry of Pensions does not fully defray the costs incurred by the Government of Canada in the carrying out of the examination of Imperial pensioners, the assessment of their pensions and the payment of the same as hereinbefore set forth, it is desirable, in order to achieve the most economical and efficient management of all matters connected with the administration of Imperial pensioners in accordance with the agreements entered into between the Government of Canada and the British Government, that the administration of both Canadian and Imperial pensions should be unified and placed under one control, so that further economies may be effected and the methods of payment together with the systems of accounting and auditing now operative in connection with Canadian pensions may be applied to Imperial pensions;

The minister, therefore, recommends as follows:—

(1) That as from the first day of December, 1921, the staff and personnel of the Board of Pension Commissioners for Canada, at present dealing with the payment of Imperial pensioners in Canada, the United States and Newfoundland, together with all documents, furnishings, equipment, files, papers or other matters pertaining to the administration of Imperial pensions in those countries, be transferred to the Department of Soldiers' Civil Re-establishment.

(2) That the bank accounts in Canada and England operated by the Board of Pension Commissioners for Canada against which cheques are drawn in payment of pensions for Imperial pensioners in Canada, the United States and Newfoundland, and in payment of treatment and funeral allowances, be transferred to the Department of Soldiers' Civil Re-establishment.

(3) That all moneys received from the British Ministry of Pensions or from any other source, including accrued interest, now on deposit in a savings account at the Royal Bank of Canada, together with the credit balance in a current account at the Royal Bank of Canada, be handed over to the Receiver General for Canada and credited against the respective votes from which disbursements in respect of Imperial pensioners have been made.

(4) That all amounts received in future by way of commission or for services rendered in respect of pensioners in Canada, the United States of America or Newfoundland, from the British Ministry of Pensions or any other Department of the British Government, be credited against the expenditure of the Department of Soldiers' Civil Re-establishment and deposited to the credit of the Receiver General for Canada.

(5) That all authorities granted under Orders in Council P.C. 876, dated the 5th day of May, 1908, and P.C. 133, dated the 19th day of January, 1920, be transferred to the Department of Soldiers' Civil Re-establishment, which department shall have power and authority to vary the procedure outlined in the said Orders in Council if, in the opinion of the minister such variation is necessary or desirable in the interests of economy and efficiency.

The Committee concur in the foregoing recommendation and submit the same for approval.

(Sgd.) RODOLPHE BOUDREAU,
Clerk of the Privy Council

APPENDIX IV

Order in Council P.C. 4432, dated the 29th December, 1921

Authority under which the Department of Soldiers' Civil Re-establishment may assume the cost of compensation in respect of pensioners of 20 per cent and upwards who are engaged in industry.

The Committee of the Privy Council have had before them a report, dated 19th November, 1921, from the Acting Minister Soldiers' Civil Re-establishment, submitting that in order to render less difficult the provision of employment for disabled and handicapped men, the special committee appointed by the House of Commons to consider questions relating to pensions, insurance and re-establishment of returned soldiers at the last session of Parliament recommended (Part 3, Section 11, Third and Final Report to Parliament) that, for a period of three years from September 1, 1921, the Government of Canada should assume the liability imposed upon employers of disabled former members of the Forces to whom a pension of 20 per cent or over is payable by the Government of Canada in respect of disabilities received in or attributable to the Great War when such former members of the Forces meet with industrial accidents, subject to the following regulations:—

- (a) That on an accident occurring to any such pensioner in Canada and compensation or damages being assessed by any Workmen's Compensation Board of any province in Canada or by any court or other authority against the employer of such pensioner in respect of such accident, the Minister of Finance shall pay out of any unappropriated moneys in the Consolidated Revenue Fund of Canada the total amount of compensation or damages awarded.
- (b) That the administration of these regulations shall be in the hands of the Department of Soldiers' Civil Re-establishment, by whom all awards under this authority shall be approved before any payment is made.
- (c) That the Minister of Soldiers' Civil Re-establishment be authorized to issue regulations covering procedure and any other matters not contrary to the foregoing general authority.

It was recognized that in order to meet the requirements of the various Provincial Acts it might be necessary to vary slightly the suggested regulations. The following legislation was therefore passed under Vote 522, Schedule "D" of the Appropriation Act No. 2 (Chapter 54, Statutes of Canada, 1921):—

"To provide for expenditures arising out of the recommendations of the Third and Final Report of the Special Committee on Pensions, Insurance and Re-establishment, and to hereby authorize the putting into effect of the recommendations contained in Part 3, Section 11 hereof, subject to such regulations and limitations as the Governor General in Council may prescribe—\$623,000."

Of the foregoing amount the sum of one hundred thousand dollars (\$100,000) represents the anticipated expenditure for the purpose herein indicated for the current fiscal year.

SESSIONAL PAPER No. 14

The minister, in pursuance of the foregoing, recommends that the Government of Canada assume the liability imposed upon employers of disabled former members of the Forces to whom a pension of 20 per cent or over is payable by the Government of Canada in respect of disabilities received in or attributable to the Great War when such former members of the Forces meet with industrial accidents, subject to the following regulations:—

1. (a) In these regulations “pensioner” shall mean a former member of the Forces who is at the time of an accident in respect of which compensation is or damages are claimed, in receipt of a pension payable by the Board of Pension Commissioners for Canada of not less than twenty per cent in respect of disabilities received in or attributable to the Great War.

(b) “Department” shall mean the Department of Soldiers’ Civil Re-establishment.

(c) “Compensation” shall mean and include all amounts to which a pensioner is, or, in the case of his death, his dependents are, entitled under or by virtue of any Workmen’s Compensation Act in force in any province of Canada.

(d) “Full Cost of Compensation” shall include compensation, burial expenses, the cost of furnishing medical aid, and all other amounts payable under or by virtue of a Workmen’s Compensation Act in force in any province of Canada by reason of a pensioner’s meeting with an accident or by his contracting an industrial disease, compensable under any of said Acts, and shall include the capitalized sum or present value of the amount required, as determined by the Workmen’s Compensation Board, having jurisdiction with respect thereto, to provide for future payments of compensation to the pensioner or his dependents.

(e) “Accident” shall include an industrial disease compensable under a Workmen’s Compensation Act in force in the province where such disease is contracted.

2. (a) The department shall pay to each employer of a pensioner the amount of assessment, if any, paid by such employer to a Workmen’s Compensation Board with respect to the wages or other allowances paid or made to such pensioner, provided that said employer shall furnish to the department a statement giving the following information in respect of such pensioner:—

- (i) Name, address, ex-regimental number or pension number.
- (ii) Date employment commenced.
- (iii) Date employment ceased if pensioner is not employed at the time of making the statement.
- (iv) Total amount of wages paid or other allowances made during the period for which reimbursement is claimed.
- (v) Rate of assessment levied by the Workmen’s Compensation Board upon the wages paid and other allowances made to such pensioner.

(b) The department shall also pay to the Workmen’s Compensation Board the full cost of compensation with respect to all accidents to pensioners in the province for the period covered by the board’s certificate hereinafter referred to less all amounts paid or payable to all employers under subsection (a) hereof for such period; such payment or payments to be made upon receiving a certificate from the Workmen’s Compensation Board of the full cost of compensation, which certificate may be accepted by the department without other proof.

3. Where the employer of a pensioner entitled to compensation is individually liable for the payment thereof under a Workmen’s Compensation Act, or under what is known in the Ontario Act as Schedule 2, the department shall refund to the employer the full cost of compensation upon the employer submitting to the department a certificate of the Workmen’s Compensation Board, showing the amount thereof.

12 GEORGE V, A. 1922

4. In the event of a claim for damages being made against the employer by a pensioner who is injured, or by the dependents of a pensioner who dies, by reason of an accident to such pensioner while employed in an industry not within the jurisdiction of a Workmen's Compensation Board, and in the event of liability therefor and the amount of the damages sustained by the pensioner thereby being admitted by the employer with the consent and approval of the department, or if damages be awarded against such employer by any court, or authority other than a Workmen's Compensation Board, the department shall submit all the evidence available and a statement of the facts as found by the court or other authority, if the damages shall have been adjudged by any such court or authority, to the Workmen's Compensation Board for the province in which the accident occurred, or if the accident did not occur in a province in which there is a Workmen's Compensation Board, the same shall be submitted to the Workmen's Compensation Board of any adjoining province, or if there be no adjoining province having a board, or if the accident happens outside of a province, the same shall, in the discretion of the department, be submitted to any Workmen's Compensation Board for the purpose of ascertaining what amount or amounts such board would allow if the accident were one for which compensation would be payable under the Workmen's Compensation Act of the province for which such board was appointed, if the industry were within the jurisdiction of the board, and the department shall pay to the employer the amount as agreed upon as aforesaid or awarded by the court or other authority, as the case may be, against the employer if the same be less than the amount as determined by such board, and if it be greater the department shall pay to the employer the amount as determined by such board.

5. Where the accident happens outside of a province the employer shall not be entitled to any benefits under these provisions unless the pensioner's employment with such employer commenced in the province and his employment was continuous to the time of the accident, and the accident happens within six months from the last time the pensioner was in the province.

The Committee concur in the foregoing recommendation and submit the same for approval.

(Sgd.) RODOLPHE BOUDREAU,

Clerk of the Privy Council.

SESSIONAL PAPER No. 14

APPENDIX V

Orders in Council, P.C. 75, dated the 16th January, 1922, and P.C. 182, dated the 25th January, 1922

Authority under which the Department of Soldiers' Civil Re-establishment may grant relief to former members of the Forces who are pensioners or who have been vocationally trained on account of a disability, during the months of January, February and March, 1922, and may grant, through the High Commissioner for Canada, relief to former members of the Forces who are in necessitous circumstances in the United Kingdom.

P.C. 75

The Committee of the Privy Council have had before them a Report, dated 4th January, 1922, from the Minister of Soldiers' Civil Re-establishment, submitting as follows:—

That representations have been made that there are a number of former members of the forces who have been pensioned for disabilities due to war service or who have received vocational training from the Department of Soldiers' Civil Re-establishment who are out of employment and who are in need of assistance to provide for themselves and their families;

That during the winter of 1920 the provision of assistance for these men was undertaken by the Department of Soldiers' Civil Re-establishment, such assistance being given in the form of certain necessities of life and not in cash;

That the general lack of employment throughout Canada bears more heavily upon the disabled men than upon the man who is fit, and without admitting that the Federal Government is responsible for the provision of employment to former members of the forces who have returned to civil life, it is suggested that relief along the lines granted during last winter be extended to this winter;

That during the summer it has been necessary to continue a measure of relief to married men falling in one or other of the classes mentioned, expenditures in regard thereto having been made out of the appropriation voted at the last session of Parliament (Vote No. 521).

That there are a large number of former members of the Canadian forces at present resident in the United Kingdom who are out of employment and destitute, and provision has been made hitherto for relief to be granted through the High Commissioner's office out of funds provided through the Department of Immigration and Colonization and from other sources, the funds provided through the department named being utilized mainly for purposes of repatriation; it is considered that a sum of approximately three thousand pounds (£3,000) will be required to meet the situation during the coming winter.

The minister, therefore, recommends as follows:—

1. That the Department of Soldiers' Civil Re-establishment be authorized to grant assistance to former members of the forces who are out of employment or who are only able to secure inadequate employment, for the maintenance of themselves and their dependents during the months of December, 1921, January, February and March, 1922, subject to the following regulations and limitations:—

(a) Those entitled to assistance shall be (a) necessitous cases among former members of the forces who have been pensioned for a disability due to or aggravated by service in the great war or former members of the forces who

12 GEORGE V, A. 1922

have received vocational training under the Department of Soldiers' Civil Re-establishment for a war disability which prevented the trainee from following his pre-war occupation; and (b) former members of His Majesty's Imperial forces and former members of the forces of His Majesty's Allies who have been pensioned for a service disability due to or aggravated by service in the great war and have been residents of Canada for three months prior to making application.

(b) In order to determine what is a necessitous case, officers of the department shall investigate the home conditions of the applicant for assistance and shall take into consideration income from the earnings of the members of the family. When a pensioner or a former vocational student is unable to secure such employment as will yield sufficient remuneration to provide for himself and his dependents, or for whom such employment cannot be secured by reason of there being no employment available, as certified by an official of the Employment Bureau, assistance may be granted.

(c) The assistance granted shall not be in cash, but shall be limited to expenditure by the department on behalf of the pensioner or former vocational student of such amounts as may enable him and his dependents to carry on for the period indicated.

(d) The following shall be the maximum amounts per month which may be expended on behalf of any case:—

Man and wife.. . . .	\$60
First child under 16 (girl 17).. . . .	12
Second child under 16 (girl 17).. . . .	10
Maximum payable.. . . .	85
Single man without dependents (maximum allowance)..	45

Single man with dependents, same as married man; provided that no expenditure covering a period of more than one week in advance shall be incurred.

(e) There shall be deducted from any allowances authorized by the department, all income received by the family by way of earnings, investments or pension, so that the maximum allowances referred to in paragraph (d) shall be inclusive of all income.

(f) The department shall be authorized to make such regulations as may be necessary in respect of this authority.

2. That any expenditure made since the 28th May, 1921, out of Vote No. 521 for relief purposes be approved.

3. That the Department of Soldiers' Civil Re-establishment be authorized to expend the sum of fifteen thousand dollars (\$15,000) for the relief of former members of the Canadian forces who are in necessitous circumstances in the United Kingdom, such expenditure to be made through the office of the High Commissioner for Canada, the control thereof to be in the hands of the High Commissioner.

The Minister further recommends that a Governor General's warrant for the sum of one million five hundred thousand dollars (\$1,500,000) be issued for the purposes above set forth, this expenditure being urgently and immediately required for the public good and the Minister of Finance and Receiver General having reported that there is no parliamentary provision for the same.

The committee concur in the foregoing recommendations and submit the same for Your Excellency's approval.

(Sgd.) RODOLPHE BOUDREAU,

Clerk of the Privy Council.

SESSIONAL PAPER No. 14

P.C. 182

The Committee of the Privy Council have had before them a report, dated 23rd January, 1922, from the Minister of Soldiers' Civil Re-establishment, submitting that by Order in Council dated the 16th day of January, 1922 (P.C. 75), provision is made for the granting of relief by the Department of Soldiers' Civil Re-establishment to certain cases among former members of the forces and it is specifically provided that:—

- (a) "Those entitled to assistance shall be necessitous cases among former members of the forces who have been pensioned for a disability due to or aggravated by service in the Great War or former members of the forces who have received Vocational Training under the Department of Soldiers' Civil Re-establishment for a war disability which prevented the trainee from following his pre-war occupation; and
- (b) former members of His Majesty's Imperial Forces and former members of the Forces of His Majesty's Allies who have been pensioned for a service disability due to or aggravated by service in the Great War and have been residents of Canada for three months prior to making application."

In view of the fact that there is some doubt as to the correct interpretation of the terms "former members of the Forces who have been pensioned for a disability due to or aggravated by service in the Great War" and "former members of His Majesty's Imperial Forces and former members of the Forces of His Majesty's Allies who have been pensioned for a service disability due to or aggravated by service in the Great War," it is desirable to set forth explicitly the meaning and intention of the said terms.

The Minister, therefore, recommends that the following interpretation of the terms above quoted, which is in accordance with the original intention in this regard, shall be as follows:—

- (a) Men who are at present in receipt of a pension payable by or through the Board of Pension Commissioners for Canada or the Department of Soldiers' Civil Re-establishment for a disability due to or aggravated by service.
- (b) Men who have been paid a lump sum by agreement in settlement of pension under the provisions of the footnote to Schedule A of the Pension Act as amended by Chapter 62 of the Statutes of Canada, 1920 or, in the case of the former members of His Majesty's Imperial Forces or of the Forces of His Majesty's Allies, men who have received a similar settlement under the provisions of any Acts or Regulations of the Imperial or Allied Governments.

The terms shall not include

- (a) men who have been granted a gratuity at the instance of the Board of Pension Commissioners for Canada in lieu of pension, or, in the case of former members of His Majesty's Imperial Forces and former members of the Forces of His Majesty's Allies who have similarly been granted a gratuity in lieu of pension,
- (b) men whose pension has been discontinued owing to the fact that their service disability has disappeared.

The Committee concur in the foregoing recommendation and submit the same for approval.

(Sgd.) RODOLPHE BOUDREAU,

Clerk of the Privy Council.

